SAN FRANCISCO
PUBLIC LIBRARY

REFERENCE BOOK

Not to be taken from the Library

Digitized by the Internet Archive
in 2016

https://archive.org/details/minutesofregular4196sanf

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

February 4, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, February 4, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Lisle.

On roll call, the following were noted present: Commissioners Lisle, Callanan, Graves, Mohr, Stern, and Malone. Absent: Commissioner Bransten.

It was moved by Commissioner Mohr and seconded by Commissioner Graves that the minutes of the January Commission meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance, including: Mrs. William F. Luttgens, President, Friends of the Library; Mrs. Doris Yetter, League of Women Voters; Mr. Garth Brown, South of Market Citizens' Representative; Mr. William Knox, South of Market.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Chairman Malone called upon the Secretary to report on the following matters:

A. Building Completion (Anna E. Waden Branch);

Secretary reported the official check-out list of the new building will be on Monday, February 10, 1969.

B. Furniture and Carpeting Bidding;

1. Furniture bid awarded to Remington Rand. Total amount of contract will be $31,967.

2. Carpet bid awarded to R.G.S. Incorporated. Total amount of contract will be $8,358.71.

C. Sidewalk Art Contest;

Will take place on February 8, 1969 at 12 noon at the new Anna E. Waden Branch Library.

D. Notice to terminate Bayview Store Front Branch;

Secretary informed the Commission that he has been served with a notice to terminate tenancy at the Bayview Store Front Branch. Notice has been served by Mullen & Filippi, Attorneys-at-Law, representing the landlord, Mr. and Mrs. LeRoy Sharman. The date to evacuate the building has been set for February 15, 1969. The Secretary explained to the Commission that he has spoken to the City Attorney's Office and to the Real Estate Department concerning this matter. Chairman Malone advised the Secretary to meet with the owners of the building and to ask for an extension of time until the new Anna E. Waden Branch can be officially open. Chairman Malone also suggested that Mr. Anderson, the City Librarian and Mr. Martelle, the Assistant City Librarian along with Mr. George Alfred, the Librarian at the Bayview Branch, accompany Mr. Figone, Secretary of the Library Commission, when meeting with the landlord.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER BRANSTEN

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to Public Relation activities report for the month of December. Mr. Belch also talked about his department's work that has been done for CLA and how pleased they were to receive it.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Commissioner Graves and seconded by Commissioner Malone and unanimously adopted that the expenditures in the amount of $4418.45 for the purchase of books from the Fuhrman Bequest Fund during the month of January be approved.

It was moved by Chairman Graves and seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #410

RESOLVED: That the Secretary to the Library Commission be authorized to transfer $70,000 from the Anna E. Waden Bequest Fund and create a new appropriation to be entitled "The Anna E. Waden Equipment Fund." Monies to be used for the purpose of purchasing furniture and equipment as needed for the new Anna E. Waden Branch.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Chairman Callanan, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #411

Approval, non-Civil Service, Temporary, and re-certification of Temporary Appointments.

(Attached to Minutes)

It was moved by Chairman Callanan, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #412

RESOLVED: That the San Francisco Public Library Commission authorizes Mr. John Anderson, City Librarian, to attend the Library Development Institute to be held April 13-25 at the University of Washington, on his own earned overtime and at no expense to the San Francisco Public Library Budget.

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

Chairman Stern reported that she and Mr. Anderson had attended the Planning Commission Capitol Improvement Meeting and at that time, very little had been discussed concerning the New Main Library Building.

1. Chairman Stern reported that the site and date for the new Main Library Building Bond are still tentative.

2. Reported that the Friends of the Library have spoken to Mayor Alioto concerning an architectural design contest for planning a new Main Library.

3. Commissioner Graves questioned the possibility of having architectural design contest without an approval from the Library Commission.

4. Commissioner Callanan stressed that in his recent meeting with Mayor Alioto, the Mayor made it clear that an architectural contest would have to be approved by the Library Commission.

5. Commissioner Malone stressed that an architectural contest should be explored to the fullest extent. He also reminded the Commission that our present Main Library is the result of an architectural contest; "The outside of the building can be regarded as a very beautiful structure, but our interior is very impractical."

6. Commissioner Stern asked permission to invite Mr. Allan B. Jacobs, Director of the City Planning Department and Architect Merrill Jew to the March meeting so that questions concerning an architectural design contest could be discussed by the Commission.

7. President Lisle asked Chairman Stern to please investigate and report to the Library Commission, site availability for planning a new Main Library Building.

BY-LAWS COMMITTEE
COMMISSIONER LISLE

President Lisle asked the Commission's permission to please move that the discussion of the By-Laws Committee be set aside and discussed during the March Commission Meeting. Moved by Commissioner Stern and seconded by Commissioner Graves.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission of the background work which is being done in INTAMEL, which is a division of the International Federation Library Association and is meeting in the United States in 1972. He would like the San Francisco Public Library to be a member of this association.

2. Informed the Commission that Mrs. Collopy, Adult Coordinator, has made an investigation of the present usage and collection of the World Trade Library located in the Ferry Building. About 70% of the present collection is duplicated in our own downtown business branch.

3. Informed the Commission that private funds are being sought to help finance the World Trade Library in order that they can remain in its present quarters.

4. The present downtown business library will be too small to incorporate the World Trade Center collection.

5. On February 14th, proposals will be accepted from private and public agencies for the operation of the World Trade Center Library.

6. Motion was made by Commissioner Malone and seconded by Commissioner Callanan that the City Librarian continue his investigation on the World Trade Center Library and report back within 60 days his findings and recommendations to the Commission.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. The San Francisco Board of Supervisors has approved the re-application of extension of BARC funds.

2. Informed the Commission that Miss Hanson and Mr. Heintz have prepared and compiled a Chinese Bibliography and that they have entered into an agreement with the Abell Publishing Company that all proceeds from the sale of books will be given to the Library as a gift.

FRIENDS OF THE LIBRARY REPORT
MRS. LUTTGENS, PRESIDENT

1. The annual meeting of the Friends will be held on Tuesday, February 25, 4:30 p.m., in the Commissioners' Room. The Commission is cordially invited.

2. Alex Haley will speak on Wednesday, February 26, 8:00 P.M. in the Literature Room of the Main Library. The lecture, "Black Heritage--a Saga of Black History", is being co-sponsored by the San Francisco Negro Historical and Cultural Society and the California Historical Society.

3. The Friends are assisting with the programs for Negro History Week.

APPOINTMENTS OF CHAIRMEN

The following appointments of chairmen were made by President Lisle:

Commissioner Malone re-appointed as Chairman of the Building Development, Main Library Committee.

Commissioner Mohr was appointed as the Chairman of the Public Relations Committee.

Commissioner Graves was re-appointed as the Chairman of the Finance, Audit, and Budget Committee.

Commissioner Callanan was appointed as the Chairman of the Administration Personnel Committee.

Commissioner Stern was re-appointed as the Chairman of the Main Library Bond Committee

Commissioner Bransten was appointed as the Chairman of the By-Laws Committee.

There being no objection to appointments, motion was passed.

COMMUNICATIONS

Mr. Knox, representing the South of Market citizens group informed the Commission that he and the residents of the South of Market endorse Mr. Garth Brown and his project of creating a South of Market Library. Mr. Knox requested the Library Commission's endorsement of the South of Market project.

President Lisle informed Mr. Knox that Mr. Anderson, City Librarian had been appointed to work out details with Mr. Garth Brown in regard to the South of Market Library proposal.

A letter was received from the Professional Librarians expressing their grievance in recruitment and hiring procedures by the Personnel Officer.

1. Acknowledged

2. President Lisle referred the matter to Administration and Personnel Committee for reviewal and a report to the Library Commission.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m., Tuesday, March 4, 1969.

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

RESOLUTION NO. 411

February 4, 1969

RESOLVED THAT the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1969 be approved:

1422 Junior Clerk Typist

Beulah Plummer
Edward Sherrod
Sarah Rosenberger

3630 Librarian

Donna Smith
Verlinda Rose
Barry Brooker
Fauneil K. McCarl
Linda Geistlinger
Robert Berner

3602 Library Page

Leo Franciskovitch

1444 Clerk Steno

Eleanor James

3602 Library Page PTAN

William Banks
Cynthia Chinn
Philip Wong
William Tom
Michael Kelechava
Theodore Quock
Russell Yagi
Diane Paup
Jade Lim
Alvin Gee
Robert Lee
Franklin Heynemann
Walter Lim
Frank Rodezno
Cornelius Williams
Margaret Ho
Phyllis Kwong
James Lynch

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist

Delois Barnes
Ida Belle Jackson
Eva Hayward
Helen Ostrega

3610 Library Assistant

Gwendell White
Carolyn Robinson

3630 Librarian

Sonoe K. Jitodai
Judith McReynolds
Verlinda Rose

3602 Library Page

Larry Lowell

1270 Departmental Personnel Officer

Frances Kaplan

2714 Janitor

Gustav Thun

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

March 4, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, March 4, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Lisle.

On roll call, the following were noted present: Commissioners Lisle, Callanan, Graves, Mohr, Stern, and Malone.

The Secretary announced that his office has been informed by Mayor Joseph L. Alioto, that Commissioner Bransten has submitted his resignation and that a new commissioner will be appointed soon.

Mr. David Belch welcomed guests and observers in attendance, including: Mrs. William F. Luttgens, representing Mr. Henry M. Bowles, President, Friends of the Library; Mrs. Doris Yetter, League of Women's Voters; Mr. Richard Roth, Art and Music Department, (Main Library), Miss Peggy Barber, Bay Area Reference Center; Mr. David Murphy, Personnel Officer.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Chairman Malone called upon the Secretary to report on the following matters:

A. Meeting with Mrs. LeRoy SharmanBayview Branch Library Building.);

Secretary informed the Commission that a meeting had been held with Mrs. Sharman regarding the Bayview Branch Library Building. Mrs. Sharman refused to extend the time because of a previous commitment with Mr. Fuller to occupy the building for a new drug store. The meeting was attended by Mr. John F. Anderson,City Librarian, Mr. Harold D. Martelle, Assistant City Librarian, and Mr. George Alfred, Bayview Librarian.

B. Moving of the Bayview Branch Library;

Secretary informed the Commission that the moving of the Bayview Branch Library into its new quarters was a success due to the cooperation of the janitorial staff and the branch staff under the supervision of Mrs. Mary Moses, Chief of Branches.

C. Glen Park Library;

Secretary showed the Commission a recent photograph from the San Francisco Examiner showing the Glen Park Library Building and the adjacent Bank of America Building which are to be torn down due to the construction of the Bay Area Rapid Transit. The Glen Park lease will expire on July 1,1969. The Commission approved that the Secretary investigate the possibilities of re-locating the Glen Park Branch. Secretary will report back to the Commission at the April Meeting.

D. Library Capital Improvement Program:

The Secretary read the following letter addressed to Mr. John F. Anderson, City Librarian from Mr. Thomas J. Mellon:

"Dear Mr. Anderson:

The Capital Improvement Advisory Committee has reviewed reconstruction and replacement requests for the ensuing fiscal year, and, due to increasingly stringent limitations, only more urgent projects are being recommended for funding.

One of the projects which will not bear the Committee's endorsement is the Modernization of Eight Branch Libraries (P.I.W. 631.67.101). The Committee believes, however, that this project would contribute substantially to wider public acceptance of the proposed $15 million Public Library bond issue were it to be a part of that issue. Therefore, we suggest this approach might satisfy your overall objectives by virtue of its intrinsic merit as well as by providing an alternate source of funds.

D. Library Capital Improvement Program (con't)

Very truly yours,
Signed
Thomas J. Mellon,
Chief Administrative Officer
and Chairman, Capital
Improvement Committee

The letter was taken into consideration and referred to the Main Library Building Committee for further action and remommendations by the committee.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

Chairman Mohr congratulated Miss Effie Lee Morris, Children's Coordinator for conducting and organizing a most inspiring program during the City's Negro History Week.

Mr. John F. Anderson, City Librarian, informed the Commission that the Library has accepted gifts from the John McLaren Estate which were presented to the Library by Mr & Mrs. Ralph Daniels who donated the contents of the safe deposit box. Gifts include; metals, books, documents, and trophies. It was moved by Commissioner Stern and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Callanan and unanimously adopted that the expenditures in the amount of $703. made from the Fuhrmann Bequest Fund during the month of February be approved.

Request for Supplemental Appropriation

It was moved by Chairman Graves and seconded by Commissioner Callanan and unanimously adopted that the following resolution be approved:

RESOLUTION #413

RESOLVED: That the San Francisco Public Library is hereby authorized to apply to the San Francisco Board of Supervisors for a supplemental appropriation in the amount of $10,699. as per the request of the San Francisco EDP Center.

It was moved by Chairman Graves and seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #414

RESOLVED: That the San Francisco Public Library Commission hereby authorizes the Secretary to transfer $10,000. from the Anna E. Waden Bequest Fund to the Anna E. Waden Book Appropriation Fund.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Chairman Callanan, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #415

Approval of Non-Civil Service, Temporary, and re-certification of Temporary Appointments made during the month of February.

(Attached to Minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. Chairman Stern reported that as of this date, our proposed new building will be located on Marshall Square. Also reported that the Superior Court Judges had, at one time, been interested in this proposed area but nothing has been heard in regard to their desires for this area as yet.

2. Read a letter from Chief Administrator's Office Secretary, Thomas Miller inviting the Library Commission to the April meeting of City's Capital Improvement Committee.

3. Commissioner Stern reminded the Commission that the November, 1970 election will also include a bond for the proposed new symphony hall. A motion was made by Commissioner Graves that a letter be sent to Mr. Mellon Chief Administrative Officer and Chairman of the Capital Improvement Advisory Committee, requesting that the new Main Library Bond be changed from the June, 1970 election to the November, 1970 election. Motion seconded by Commissioner Callanan Motion carried

4. Commissioner Graves moved that the Library Commission hold a special meeting, if necessary, to discuss preparations for the proposed New Main Library Bond. Motion seconded by Commissioner Malone, Motion carried.

5. President Lisle appointed Commissioner Callanan to the Main Library Bond Committee to assist Chairman Stern and Commissioner Malone.

BY - LAWS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Callanan, seconded by Commissioner Graves that the By-Laws be amended and approved with the following changes:

(Attached to Minutes)

LIBRARY GOALS
JOHN F. ANDERSON

It was moved by Commissioner Graves, seconded by Commissioner Mohr that the adoption of Library Goals as presented by Mr. John F. Anderson, City Librarian, be approved. Motion carried.

(Attached to minutes)

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. (World Trade Library) Reported that the State will operate the present operation until June 30, 1969. Only firm proposal is from a group of private businesses which have offered to pay operating expenses through June, 1970, if the State would pay the existing three salaries. Our proposal was to continue negotiations to possibly combine with the Business Branch in a new location.

2. Introduced Mr. David Murphy, new Personnel Officer for the Library.

3. Informed Commission that a Summary Budget Request Fact Sheet is being prepared by his office for public distribution.

4. Reported that our Housing and Urban Development Loan Application is being delayed due to a change in the national administration.

5. Reported that Bill AB149 has been introduced into the State Assembly. If approved, it would change the composition of the Library Development Board to include that three of the Board members would be members of local legislative bodies.

6. (Anna E. Waden Branch Supplemental) Mayor Alioto and the Civil Service Commission approved one Library Tech. Assistant I, One Library Tech. Assistant II, One Librarian, One Senior Librarian, and a total of 350 page hours per week. The next step will be approval from the Supervisors Finance Committee. If all goes well, we will be ready to hire on April 1.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. He has been informed by the State Librarian that our present Bay Area Reference Center Project will be extended for another year.

2. Announced that the library binding contract is now open for public bidding in the City's Purchasing Office.

3. Reported that explorations are still under way with the Korean Methodist Church in Chinatown for a proposed multi use building to be constructed on the Chinatown branch library site and the adjacent church site.

FRIENDS OF THE LIBRARY REPORT
MRS. LUTTGENS REPRESENTING
MR. HENRY BOWLES, PRESIDENT

1. Informed the Commission that approximately eight hundred persons attended the Alex Haley lecture.

2. Commendation was extended to Mr. David Balch, Public Information Officer and his staff for their wonderful cooperation given to the Friends in coordinating the news media and the printing of materials for the Alex Haley lecture.

COMMUNICATIONS

The Secretary announced that he has been invited by Supervisor Mendelsohn to attend a breakfast meeting for the purpose of discussing the Library Commission's position in regard to the proposed South of Market Library.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m. Tuesday, April 1, 1969.

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

RESOLUTION NO. 415

March 4, 1969

RESOLVED THAT the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1969, be approved:

3630 Librarian

Richard Ross

1424 Clerk Typist

LaRita Hillabolt

3610 Library Assistant

Olivette Rose

3602 Page PTAN

Walter Lim
Robert L. Lee
Michael Brady
Larry Giles
William Rogers
Stephen Hom
Philip Cornyn
Anna Wong
Barry Ouan
Donald Lam
Emery Woo
Stella Fung
David Rubiales
Frederick Chard
James Yee

1422 Junior Clerk Typist

June Pearson
Arlene Naeglin
Shirley A. Lebedeff

2716 Janitor Sub-Foreman

Patrick Collins

3602 Library Page

Richard Levine

1270 Departmental Personnel Ofcr.

David G. Murphy

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1270 Departmental Personnel Ofcr.

Frances Kaplan

3630 Librarian

Ann P. Sparks
Merlinda Rose

2714 Janitor

Gustav Thun

3610 Library Assistant

Mrs. Helen Carey

1422 Junior Clerk Typist

Earline Mohr

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

BY-LAWS

I. LIBRARY COMMISSION

A. Membership and Term of Office

The members of the Library Commission shall be appointed by the Mayor and serve as provided in the Charter of the City and County of San Francisco, Section 43, as amended.

B. Regular Meetings

Regular meetings shall be held on the first Tuesday of each month in the Commissioners' Room, Main Library, unless appropriate notice is given of a change of meeting location.

C. Special Meetings

Special meetings may be at the call of the President of the Commission at such time and place as he may designate. The Secretary shall give notice to each Commissioner of the holding of such meetings and the object of so doing, by depositing written notices in the mail at lease two days prior to time for which the meeting is called.

D. Annual Meeting

The annual meeting shall be held at the first regular meeting held in the month of January of each year, and at that time the Commission shall elect a President, a First Vice-President, and a Second Vice-President. The President shall preside at all meetings of the Commission and shall be ex-officio a member of all standing committees. In the absence of the President, the First Vice-President shall act and in the absence of both, then the Second Vice-President shall act.

E. Standing Committees

The President shall appoint Commissioners to the following standing committees, to serve for a period of one year:

1. Finance, Audit, and Budget. This Committee shall review and submit to the Commission for its approval the details of the management of and expenditures from operating and capital funds made available to the Library Department from annual appropriations or other sources including gifts and bequests. The Committee shall also confer with the Librarian and Secretary regarding the preparation of the annual

budget and represent the Commission at all hearings concerning it.

2. Buildings, Development, Main Library. This Committee shall report to the Commission all proposals for the acquisition, leasing, construction, improvement, expansion, alteration and replacement of or additions to all physical properties or premises used or to be used for library purposes.

3. Public Relations, Books, Art. This Committee is charged with fostering community-wide interest in and support of the Library and its programs and making known its needs. The Committee shall report to the Commission proposals advanced by the Library or supportive organizations for the acquisition by gift or bequest, of books, works of art or other materials necessary or desired to enhance the scope or importance of the Library's collections.

4. Administration and Personnel. This Committee, in consultation with the City Librarian, shall consider and report to the Commission matters of policy with respect to the general organization, operations and staffing of the Department.

5. Commission Representative to the Friends of the San Francisco Public Library. The President shall designate one member of the Commission as the representative to the Friends of the San Francisco Public Library. The Commissioner so named shall attend all meetings of that organization's Executive Committee.

II. LIBRARIAN

The Commission shall appoint the Librarian, who shall hold office at the pleasure of the Commission.

The Librarian shall have the duties and powers which are set forth in Section 20 of the Charter of the City and County of San Francisco. As the Executive Director of the Department he shall attend all meetings of the Commission and report to it all such matters which concern the operation of the Department as he may call for its attention or concerning which inquiry may be made.

III. SECRETARY

The Commission shall appoint the Secretary of the Commission, who shall hold office at the pleasure of the Commission.

The Secretary shall attend all meetings of the Commission, send out all notices and keep the minutes. He shall have charge of correspondence, act as secretary of all standing committees whenever required to do so and perform such other duties as may, from time to time, be delegated to him by the President.

IV. QUORUM

Four members shall constitute a quorum of all meeting of the Commission.

V. AMENDMENT TO THESE BY-LAWS.

These By-Laws may be amended at any regular meeting of the Commission by a majority vote of those present.

(Amended March 4, 1969)

February 28, 1969

THE SAN FRANCISCO PUBLIC LIBRARY

GOALS FOR SERVICE

(Unanimously approved and adopted by the San Francisco Public Library Commission March 4, 1969)

Statement of Philosophy

The San Francisco Public Library is an educational and social institution whose services are available to all citizens of San Francisco. It carries on an active program with all groups, seeking to be an integral part of community life and to serve as an impartial center for cultural, educational, and civic activities. The Library not only has a responsibility for the conservation of the cultural and historical heritages of the community, but it also has the responsibility for vigorous promotion of the use of its resources.

The Library's resources include all types of recorded knowledge organized for maximum utilization through the guidance of a skilled staff. It seeks to maintain a balance of material on all sides of issues so that a citizen may freely choose from a wide range of ideas. The freedom to read is an essential tenet for the selection of materials in the San Francisco Public Library.

The cosmopolitan and metropolitan characteristics of San Francisco call for a wide variety of programs, materials and service outlets. The focal point of these outlets is a reference and public research facility at the Main Library. Many resources of the Main Library are extended through a system of neighborhood branch libraries and mobile deposit units to all parts of the City.

As a major center for educational and cultural activities, the Library will attempt to provide leadership and strength to Bay Area libraries and will seek to be designated as one of the regional reference centers of the State of California. It will encourage the strong development of school, college, university, and special libraries with the aim that coordinated and cooperative programs will provide maximum library service to the individual user at the most economical cost.

Specific Goals of Service

1. Development of a Main Library that will be designated as a Regional Reference Center for California. This will involve expansion and strengthening of library collections and staff. It will mean the construction of a Main Library building over twice the present size in order to house the necessary materials and new services not now offered.

Specific Goals of Service (continued)

2. Substantial financial support for operation of the Main Library as a regional reference center will be sought from federal, state, regional and other local jurisdictions using the resources of this center.

3. All libraries in the Bay Area, including the San Francisco Public Library branches, should be tied together by rapid communication and transportation devices to provide high level reference and information service to people close to their homes and work. The Main Library should serve as the nerve center for this network which in turn would become a part of a national informational network.

4. An effort will be made to upgrade the quality of library services to the neighborhoods, with special emphasis upon adapting collections and programs to the needs of the community serviced. In order to reach new users, the Library will commit energy and staff to experimental programs designed to find answers in serving the disadvantaged. A special emphasis will be made on working with and through community agencies. System regulations, standard practices, and traditional service outlets will be reevaluated in light of innovative approaches.

5. The Library's financial malnutrition must be corrected in order to maintain existing levels of service, and also provide new services needed by San Francisco. Effective service to the urban core requires much higher unit costs than traditional library services. Adequate financial support must, in large measure, be provided by taxation, but a great library must be the object of individual and corporate benefactors who contribute materials and funds to enrich the program. A vigorous search for additional tax support and foundation and endowment funds will be undertaken.

6. America is increasingly a nation of young people. Appropriate programs for these users will be strengthened by specialized staff in children's and young adult work. A specialized, yet flexible approach will be used in order to meet the rapidly changing needs of these age groups. Specialization will include increased emphasis upon the use of libraries by the pre-school age groups; accent upon individual reading guidance; and work with other community and educational agencies involved with

Specific Goals of Service (continued)

youth. Cooperative agreements will be fostered which recognize the special independent roles of the school and public libraries, yet acknowledge common areas where interdependence will raise the standard of service to the young people of this community.

7. The Library will consider use of the latest technological advances to streamline its operation. Processes will be automated in carefully planned steps in order to minimize conversion costs and insure that costly disruptions will not defeat the objectives of maximum service at economical cost.

8. San Francisco lacks many services long established in most large city libraries such as service to institutions (jails, hospitals, convalescent homes) as well as to the physically and visually handicapped. Special services to business and government must be expanded. The Library lacks a well-defined audio visual materials program which would include films, slides, film strips, tapes, phonorecords, teaching machines and other new learning and information retrieval devices. These additional programs, already established in most large city libraries, will call for additional staff, materials, and facilities.

9. The Library will vigorously and continuously promote its program by continuing its high level of publications and printing and by expanding its role with the various area communication media.

10. Vitality is hard to define, but it shall be the specific goal of the San Francisco Public Library to aggressively pursue new ideas, always encouraging its staff and its users, to find new ways to improve its program.

RESOLUTION NO. 415

March 4, 1969

RESOLVED THAT the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1969, be approved:

3630 Librarian

Richard Ross

1424 Clerk Typist

LaRita Hillabolt

3610 Library Assistant

Olivette Rose

3602 Page PTAN

Walter Lim
Robert L. Lee
Michael Brady
Larry Giles
William Rogers
Stephen Hom
Philip Cornyn
Anna Wong
Barry Quan
Donald Lam
Emery Woo
Stella Fung
David Rubiales
Frederick Chard
James Yee

1422 Junior Clerk Typist

June Pearson
Arlene Naeglin
Shirley A. Lebedeff

2716 Janitor Sub-Foreman

Patrick Collins

3602 Library Page

Richard Levine

1270 Departmental Personnel Ofcr.

David G. Murphy

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1270 Departmental Personnel Ofcr.

Frances Kaplan

3630 Librarian

Ann P. Sparks
Verlinda Rose

2714 Janitor

Gustav Thun

3610 Library Assistant

Mrs. Helen Carey

1422 Junior Clerk Typist

Earline Mohr

COMMISSION MEETING

April 1, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 1, 1969, in the Commissioner's Room, Main Library

The meeting was called to order at 3:30 P.M. by President Lisle.

The Commission assembled at 3:10 P.M. in the Special Collections Room in honor of the late Nat Schmulowitz, former Library Commissioner, and to personally thank his sister, Miss Kay Schmulowitz, for her recent donation to the Library for the Nat Schmulowitz Wit and Humor Collection.

On roll call, the following were noted present: Commissioners Callanan, Day, Graves, Lisle, Malone, Mohr, and Stern. President Lisle officially welcomed and congratulated Mrs. Day on her appointment to the Commission.

It was moved by Commissioner Mohr and seconded by Commissioner Graves that the minutes of the March meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance, including: Mr. Henry M. Bowles, President, Friends of the Library; Mrs. Doris Yetter, League of Women Voters; and Miss Carrie Werner of the Children's Room, Main Library.

With the Commission's approval, President Lisle requested that the order of the agenda be changed in that the Administration reports be given first to follow with standing committees reports.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission that the 1969 Grand Jury would be visiting the Main Library on April 3, 1969.

2. Reported that he has appeared before the State Legislation Committee and has recommended opposition to AB149 to change the character of membership on the PUBLIC LIBRARY DEVELOPMENT BOARD

3. Effective April 1, 1969, Mrs. Avis Stopple (Chief of the Main) will accept an interim assignment as Staff Coordinator for the Main Library Bond Issue. Her office will be relocated and she will be spending full time on the project.

Mrs. Stopple will now report to the City Librarian and she will be the principal staff person to work on data for the Bond Issue. The Main Library will now be under the jurisdiction of Mr. Martelle, Assistant City Librarian.

4. Informed the Commission that he will be attending the Library Development Institute to be held April 13-25 at the University of Washington.

5. The San Francisco Public Library has been awarded $22,839. under the State Public Library Services Act of 1963 which provides for financial assistance to public libraries. The amount received is approximately $4,000 more than last year.

6. Presented for examination the computer produced periodical catalog. This new catalog is the only such catalog produced by a public library. Printing and distribution was paid from BARC funds.

7. Reported that he was very pleased with the Mayor's Budget Hearing held on March 25, 1969. Mr. Bowles and Mr. Colangelo testified for the Friends. Dick Shouse, President of the Staff Association, gave fine testimony in support of the budget request.

8. Miss Effie Lee Morris' list used for Negro History Week has been reprinted in the School Library Journal.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Synergy, BARC's publication, has been given an excellent review in the Library Journal. As a result, BARC has had numerous requests from libraries for inclusion on our mailing list.

2. BARC's street reference experiment will be discontinued due to funding and staffing difficulties.

3. Meetings are still underway regarding the multi use of our Chinatown library and the adjoining Korean Church property.

4. We have been asked by the Mission Rebels to assist in establishing an ethnic library in the Mission Branch newspaper room. This proposal is now under the investigation of our staff. A further report will be given in May.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

1. Requested the Commission to amend Resolution #412 (February 4, 1969) to read as follows:

"RESOLVED, that the San Francisco Public Library Commission authorizes Mr. John F. Anderson, City Librarian to attend the Library Development Institute to be held April 13-25 at the University of Washington, on library time and at no expense to the City and County of San Francisco.

It was moved by Commissioner Graves, seconded by Commissioner Callanan and unanimously amended.

2. Informed the Commission that he has attended two meetings of the South of Market Library Board and has explained that it would be financially impossible for the San Francisco Public Library to undertake this type of project. The Board will forward a letter to the Commission requesting its support.

3. (Glen Park Branch). The re-location of the Glen Park Branch is very difficult due to the lack of store space. With the cooperation of the City's Real Estate Department, we should be able to report definite plans by the May Commission Meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

It was moved by Chairman Mohr and seconded by Commissioner Callanan and unanimously approved that the Public Relations activities report for the month of March be approved.

It was moved by Chairman Mohr, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #416

RESOLVED, that the San Francisco Public Library Commission does hereby state its opposition to Assembly Bill 149, in the interests of securing continued strong representation for the public libraries of the state.

It was moved by Chairman Mohr, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #417

RESOLVED, that the San Francisco Public Library Commission does

hereby support the State Constitutional Amendment 20 and urges its passage by the Legislature.

Commission directed Mr. Anderson to forward copies to the Mayor's office, Mr. John F. Shelley in Sacramento, and the California Library Association.

It was moved by Chairman Mohr, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #418

RESOLVED, that the San Francisco Public Library Commission does hereby support House Resolution 8839 and Senate Bill 1519 and does urge their swift enactment.

FINANCE, AUDIT AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Malone and unanimously adopted that the expenditures in the amount of $1,073.79 made from the Fuhrman Bequest Fund during the month of March be approved.

It was moved by Chairman Graves, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #419

RESOLVED, that the San Francisco Public Library Commission hereby approves the transfer of $1,608.75 from Permanent Salaries Appropriation to a special account to provide necessary funds for supervision (services in kind) as the five percent (5%) contribution towards the implementation of the "New Career Program", which is partially financed with funds provided by the Federal Government.

ADMINISTRATION AND PERSONNEL
COMMISSIONER CALLANAN

It was moved by Chairman Callanan, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #420

Approval of non-Civil Service, Temporary, and re-certification of Temporary Appointments made during the month of March

(Attached to Minutes)

MAIN LIBRARY BOND
COMMISSIONER STERN

1. Chairman Stern informed the Commission that her committee has met with Mr. Tom Mellon, Chief Administrative Officer and chairman of the Capital Improvement Advisory Committee. The purpose of the meeting was to discuss the possibility of changing the library bond issue from June, 1970 to November, 1970 election. This matter was taken under consideration by Mr. Mellon and will be presented to the Capital Improvement Advisory Committee during the month of April.

2. Chairman Stern advised the Commission that she will be attending the meeting of the American Library Association at the University of Chicago on April 28, 1969.

BY-LAWS
PRESIDENT LISLE

Chairman Lisle moved that the By-Laws be discussed at the May Commission Meeting. Motion seconded by Commissioner Callanan. Motion carried.

FRIENDS OF THE LIBRARY
MR. HENRY M. BOWLES, PRESIDENT

1. Reported that 408 entries have been submitted for the Friends Poetry Contest. Semi-finals on Thursday, April 17, 1969 at 7:00 P.M. in the Main Library.

2. A lecture by Eric F. Goldman on Wednesday, April 23, 1969 in the Literature Room at the Main Library, 8:00 P.M. Professor Goldman is the author of the Tragedy of Lyndon Johnson.

3. Attended the Mayor's public budget hearing and made a presentation on behalf of the library. Brought to the attention of the Commission that Mayor Alioto was very impressed with the budget presentation made by the library department.

4. The Annual Book Sale sponsored by the Friends of the Library will take place on April 20, through April 23, 1969, in the Main Library.

COMMUNICATIONS

1. The Polish Arts and Culture Foundation requests for available display space in the Main Library for the displaying of books, stamp exhibits, and art displays. Mr. Harold D. Martelle, Assistant City Librarian, recommends approval of the request to the Polish Arts and Culture Foundation.

2. President Lisle moved that the Commission adopt the following resolution:

RESOLUTION #422

RESOLVED, that the San Francisco Public Library Commission hereby extends to Mr. John M. Bransten, former Library Commissioner, sincere gratitude for his outstanding contribution and the inspiration that he has given as a member of the Library Commission and to the people of San Francisco. The success that has been achieved by the San Francisco Public Library is in no small measure due to the excellent cooperation of persons like yourself. Wishing you and your family continued good health, happiness, and success in the future.

Seconded by Commissioner Mohr and unanimously adopted that Resolution #422 be forwarded to Mr. John M. Bransten.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M., Tuesday, May 6, 1969.

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

RESOLUTION NO. 420

April 1, 1969

ESOLVED THAT the following non-Civil Service, Temporary and recertification f temporary appointments which have been made by the City Librarian for the onth of March, 1969, be approved.

2714 Janitor

Seth Garner

1422 Junior Clerk Typist

Eugenie Maisin
Robin Redus

3602 Page PTAN

Oscar Louie
Melody Stevenson
Tadao Kumagai
Howard Lebowitz
Michael O'Keefe
Nelson Martinez
Kirven Blaylock
David Chang
Donny Woo
Dante Serafini
Philip Sturiale
Len Della Cella
Frank Viollis

1444 Clerk Stenographer

Eileen Rottschafer

7337 Truck Driver, Light

Walter Lee

1424 Clerk Typist

Bettina Hiralez

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3630 Librarian

Barbara Ingle
Marianne Pridemore

3602 Library Page PTAN

Adena Siegel
Carolyn Wills
Anthony Mills

1422 Junior Clerk Typist

Eugenie I. Maisin
Robin Redus

COMMISSION MEETING

May 6, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, May 6, 1969 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, Mohr, and Stern. Absent: Commissioner Graves.

Mr. David Belch welcomed guests and observers in attendance, including: Mrs. Doris Yetter, League of Women Voters; Mr. Henry M. Bowles, President, Friends of the Library; Mrs. Dolores Murray, Branch Room, Main Library; Mr. Alexander, San Francisco Examiner; Mr. Monteagle, French Consulate's Office; Miss Effie Lee Morris, Coordinator, Children's Services; Miss Anne Kincaid, Director, Bay Area Reference Center.

Mr. Monteagle, representing the French Counsel General of San Francisco, presented to the Library Commission two hundred children's books. Miss Effie Lee Morris, Children's Coordinator, accepted on behalf of the San Francisco Public Library.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission that his attendance at the University of Washington from April 13-25, 1969 for the Library Management Institute was a very rewarding experience.

2. Informed the Commission that he has accepted an appointment on the faculty of the University of Michigan from July 27th through August 1st for the Middle Management Institute for Public Librarians. He will use part of his vacation for this assignment.

3. Was very pleased with the success of the National Library Week activities and especially commended the Friends of the Library for their excellent programs and successful book sale.

4. Presented budget before the Finance Committee of the Board of Supervisors on April 29th. Commissioners Callanan, Day, and Mohr were present. The public hearing, on May 5th, heard statements from Friends President, Mr. Bowles and several others, including: Dr. Robert Gitler, Librarian of the Gleason Library at the University of San Francisco and Mr. Dan Tatko on behalf of the library staff.

5. Informed the Commission that he will prepare an outline on procedures for accepting gifts. He will also prepare a suggested policy on development of special collections for the library.

6. Presented a new brochure for recruiting librarians. Reported on orientation talk and scheduled interviews with forty library school students at the University of California.

7. A proposal for establishing summer branch hours is being prepared by the Chief of Branches and will be presented at the June meeting.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Introduced Miss Anne Kincaid, new director of the Bay Area Reference Project. Miss Kincaid has been serving as the principal librarian at the Excelsior Branch.

2. The Korean Methodist Church is unable, at this time, to enter into a joint venture with the library in developing the Chinatown Branch property for a multi-use building.

3. Commended Mrs. Alicia Williams for the excellent job she has been doing as coordinator of Neighborhood Youth Corps for the library. The increase in youth assistance this summer will, I am sure, prove very beneficial for the staff.

4. Attended the Charter Revision Meeting, at which time city department heads expressed their thoughts on proposed new charter recommendations. Spoke against the suggested proposed merger of the library with the Park and Recreation Department.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

1. Reviewed Resolution #421, Library Commission's request for return of $25,000 from the Mayor's Office. In order that the $25,000 loan be returned to the library, it must be made in the form of a supplemental request. The supplemental has been approved by the Mayor's Office and will be presented to the Finance Committee of the Board of Supervisors.

2. Reviewed Resolution #422 requesting the Board of Supervisors to accept $22,839 state funds for the library.

3. For consideration and approval Resolution #427 be forwarded to Miss Reta Van Stratten for outstanding service and devotion in her work during her 35 years service for the library. The resolution was moved by Commissioner Mohr, seconded by Commissioner Stern and unanimously adopted.

4. For consideration and approval Resolution #428 requesting the approval in the amount of $730.17 for the Waden Branch portrait. The resolution was moved by Commissioner Callanan, seconded by Commissioner Mohr and unanimously adopted. (Funds appropriated in Anna E. Waden Bequest)

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

1. Waden Library dedication tentatively set for Saturday, June 15, 1969

2. Glen Park relocation: Negotiations are under way with the city's Real Estate Department to acquire the FACE building on Diamond Street.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

1. It was moved by Commissioner Mohr and seconded by Commissioner Callanan and unanimously approved that the Public Relations Activities Report for the month of April be approved.

2. Informed the Commission that Mrs. Harriet Collopy, Adult Coordinator is making preparations for an information booth representing the San Francisco Public Library at the senior citizens hobby fair to be held in the Emporium from May 5th through May 10th.

3. It was moved by Commissioner Mohr and seconded by Commissioner Stern and unanimously adopted that Resolution #429 be forwarded to the news media in San Francisco for the excellent coverage given during National Library Week for the San Francisco Public Library.

4. It was moved by Commissioner Mohr and seconded by Commissioner Callanan and unanimously approved that Resolution #430 be forwarded to the Friends of the Library for their continued support and constructive programs on behalf of the San Francisco Public Library.

It was moved by Commissioner Mohr, seconded by Commissioner Callanan and unanimously adopted that the following resolution be approved:

RESOLUTION #423

WHEREAS, the 1970 Budget proposed by former President Johnson provides $134,500,000 for major library programs under the ESEA, HEA, and LSCA legislation, and

WHEREAS, the proposed revision of this figure by the Bureau of the Budget cuts the Johnson budget for library programs by 66%, and

WHEREAS, cuts in the LSCA Title I and Title II, which fund the Bay Area Reference Center and library construction respectively, would be detrimental to the future services and facilities of the San Francisco Public Library; now, therefore be it

RESOLVED, that the San Francisco Public Library Commission does hereby state its opposition to the proposed reduction in funding of library programs under the above mentioned legislation and urges that these programs be adequately funded to insure the continuation of crucial library services.

FINANCE, AUDIT AND BUDGET
COMMISSIONER GRAVES

In the absense of Chairman Graves, Commissioner Day moved, Commissioner Callanan seconded and the Commission unanimously approved the Department Financial Statement for the period ending March 31, 1969.

(Financial Statement attached)

It was moved by Commissioner Day and seconded by Commissioner Stern and unanimously adopted that expenditures in the amount of $1807.70 made from the Fuhrman Bequest Fund during the month of April be approved.

It was moved by Commissioner Day, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #424

RESOLVED, that Anne Kincaid, Gilbert McNamee, George Alfred, and one other person to be designated, be authorized to attend the American Library Association Conference, June 22-28, 1969 in Atlantic City; their expenses to be paid out of the Bay Area Reference funds.

It was moved by Commissioner Day and seconded by Commissioner Callanan and unanimously adopted that the following resolution be approved:

RESOLUTION #425

RESOLVED, that John F. Anderson, City Librarian, Harold D. Martelle, Assistant City Librarian, a Commissioner to be designated by the President of the Library Commission and one other staff member to be designated by the City Librarian, be authorized to attend the American Library Association Conference June 22-28, 1969 in Atlantic City; their expenses to be paid out of the regular budget as travel funds permit.

Amendment to Resolution #425. It was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously adopted that Resolution #425 be amended to read as follows:

RESOLVED, that Mr. John F. Anderson, City Librarian, Mr. Harold D. Martelle, Assistant City Librarian, and two other staff members to be designated by the City Librarian, in lieu of a Commissioner, be authorized to attend the American Library Association Conference June 22-28, 1969 in Atlantic City; their expenses to be paid out of the regular budget as travel funds permit.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Chairman Callanan, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #426

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. Reported that she and Commissioner Malone attended a meeting of the city's Capital Improvement Advisory Committee, at which time Commissioner Malone addressed the Committee on the desirability of changing the library bond issue from June, 1970 to November, 1970 election. Matter was taken under consideration by the Committee and a report will be made to the Library Commission in the near future.

2. It was moved by Commissioner Stern, seconded by Commissioner Mohr and unanimously adopted that a resolution (431) be forwarded to Mr. Adrian Wilson and Dr. James D. Hart for their excellent participation in making the Grabhorn Program a huge success.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Reported that approximately 500 students entered the poetry contest sponsored by the Friends of the Library.

2. Reported on excellent attendance and success of Eric Goldman lecture sponsored by the Friends on April 23, 1969.

3. Was very pleased with success of the book sale and advised the Commission that a very nice thank you letter was received from Mr. Figone, the Secretary of the Library Commission.

4. The film project is underway with the cooperation and assistance of Mr. George Alfred, Waden Branch Librarian, as chairman.

5. Attended the budget hearing and made a presentation on behalf of the library.

COMMUNICATIONS

1. From Mr. Marion Cowen, patron of the San Francisco Public Library, expressing appreciation for the excellent service extended to him by members of the Main Library Staff. A copy of the letter was sent to each of the following: Mr. Coates, Mr. Stanton, Miss Storey, Miss Kaczorowski, Miss Rea, Mr. Cleghorn, and Miss O'Donnell. (File)

2. Junior League of San Francisco requested information on the Library Commission. (File)

3. From South Center Library requesting support from the Library Commission. Response to South Center Library by the Commission Secretary expressing the Library Commission's sincere wishes for success in their new venture. (Moved by Commissioner Malone, seconded by Commissioner Day and unanimously adopted that a letter of commendation be forwarded to the South Center Library). (File)

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m. Tuesday, June 3, 1969.

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

FINANCIAL COMMITTEE REPORT
SAN FRANCISCO PUBLIC LIBRARY
QUARTER ENDING MARCH 31, 1969

REVOLVING FUND $3,000.00

RECEIPTS: JANUARY, FEBRUARY, MARCH 1969

Fines	$23,767
Books Paid	2,065
Sales of Reserve Postals	953
Miscellaneous Income	2,597
TOTAL RECEIPTS	$29,382

****

	BUDGET TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$2,241,265	$ 617,755	$1,615,795	$ 625,470
Overtime Salaries	1,050	502	972	78
Temporary Salaries	4,750	282	1,214	3,536
Wages	337,128	31,467	232,202	104,926
Contractual Services	103,841	96,436	97.344	6,497
Maint. & Repair Auto	1,500	470	1,058	442
Maint. & Repair Office Eqp.	1,733	473	1,375	358
Reproduction Services	50	24	45	5
Tabulating Services	50			50
Heat, Light, & Power	53,300	13,823	37,246	16,054
Telephone & Telegraph	12,217	6,029	11,297	920
Scavenger Services	2,418	665	1,773	645
Binding	55,000		52,000	3,000
Subscription	75,000	1,141	73,981	1,019
Material & Supplies	65,906	14,400	50,315	15,591
Equipment	2,630			2,630
Library Book	685,500	14,854	618,669	66,831
Fixed Charges	38,378	894	37,614	764
Compensation Insurance	3,000	750	2,250	750
Fidelity Insurance	71			71
Automobile Insurance	504		504	
Retirement	111,019	27,754	83,262	27,757
Social Security Tax	82,015	20,503	61,509	20,506
Health Insurance	19,815	4,953	14,859	4,956
Services of other Depts.	45,904	11,475	34,425	11,479
TOTAL	$3,944,044	$914,650	$3,029,709	$914,335

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$47,000
Improvements	30,000
TOTAL BUDGET TRANSFERRED TO PUBLIC WORKS	$77,000

May 6, 1969

RESOLUTION NO. 426

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1969, be approved:

3602 Library Page

Donald Skiles
Charles Berthold
Ronald Adams
Donald Wilson

3610 Library Assistant

Larry Stevens

1422 Jr. Clerk Typist

Kathleen Wolfrum

1424 Clerk Typist

Alice Lokiec

3630 Librarian

Barbara Fenichel
Anne Roughton
Marijean Murray

1230 Payroll and Personnel Clerk

Samuel Ennis

8202 Watchman

Leon Allen

3602 Page PTAN

Ronald Jackson
Wilson Lee

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page

Donald Sykes
Donald Skiles

3602 Page PTAN

Mary McNicholas
Kenneth Anderson
Ann R. Milenkiewicz

1424 Clerk Typist

Bettina Hiralez

COMMISSION MEETING

June 3, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, June 3, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Graves, Lisle, Malone, and Stern. Absent: Commissioner Mohr.

It was moved by Commissioner Callanan and seconded by Commissioner Day that the minutes of the May meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance, including: Miss Harriet Collopy, Adult Coordinator; Mrs. Mary Moses, Chief of Branches; Miss Effie Lee Morris, Children's Coordinator; Mrs. Dawn Panasenko, Administrative Assistant to the Chief of Branches; Mrs. P. Vestal, San Francisco Junior League; Mrs. Doris Yetter, League of Women Voters; Mrs. Henrietta Abrams, and Mr. Washington, San Francisco Chronicle.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Miss Effie Lee Morris, Coordinator, Children's Services, is preparing a memorandum for the Commission with regard to proposed changes in library activities involving the San Francisco School Department.

2. The 1969-70 budget shows an increase in the amount of $429,874. This figure represents an approximate 10% increase over our present budget, although this increase will be absorbed in salary adjustments and fringe benefits. We have received one additional personnel request; one guard for the Main Library. There will be no increase in the book budget and only one increase in the equipment budget. This type of budget leaves us with no flexibility.

   We are very thankful for the Friends of the Library and our patrons for their excellent support on behalf of the Library at the Board of Supervisors' public hearing.

3. A new procedure for accepting and recording gifts has been prepared by Miss Harriet Collopy, Coordinator of Adult Services.

4. Informed the Commission that he will be attending the American Library Association Conference in Atlantic City, June 22-28, 1969. San Francisco will be well represented with ten members of our staff attending this conference.

5. We are currently advertising for the Adult Coordinator's position. We are finding that a comparable position on the East Coast shows a higher salary differential of nearly $3,000.

6. Will be meeting with representatives of the San Francisco Planning Commission to discuss proposed revisions in the City's Master Plan. Under discussion will be our neighborhood branches which were last studied by the Planning Commission in 1953. The new revised master plan will tentatively be ready for review by January, 1970.

7. Submitted for consideration and approval, a proposed change for a reduction in branch hours to be tried on an experimental basis during the summer months of July 1st through September 14th. Proposed reduced hours for smaller branches have been based on a recent survey conducted by the library branch department. The library faces a very crucial problem of trying to cover present schedules and replacements with no increases in the 1969-70 budget. Further, no allowances have been granted for substitutions of personnel in our new budget. Service hours at the Main Library and Business Branch will remain the same.

   An evaluation of this new schedule will be made to the Commission with new hours proposed with year long factors if the proposed experiment merits such action. Mrs. Mary Moses, Chief of Branches, addressed the Commission, stressing the need for the proposed change. She pointed out examples of problems that exist in trying to keep our branches open due to sick leave and vacation schedules.

   The proposed reduction in branch hours will not reduce the regular forty working hours per week for librarians. Objecting to a change in branch library hours was Mrs. Henrietta Abrams, a patron of the Park Branch. Mrs. Abrams felt very strongly that the citizens of San Francisco should have been informed of such changes.

   It was moved by Commissioner Graves, seconded by Commissioner Callanan, and unanimously approved that the library adopt the proposal for summer experimental open hours for branch libraries as outlined in the communication to the Commission, Exhibit I, for the period effective July 1-September 14,1969.

(Exhibit I attached to minutes)

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Friends of the Library are manning an information desk in the Main Library lobby from 3:30 p.m. until 5:30 p.m.

2. A meeting regarding development of the Chinatown Branch Library property will be held on Wednesday, June 4.

3. There is an experimental project underway at Mission Branch in conjunction with the Mission Rebels. Volunteers from the community will engage in tutorial work, and an ethnic library will be established in a separate room within the branch.

4. Informed the Commission that as a result of a recent promotion a large scale reassignment of personnel is necessary. The moves will be completed before July 1.

SECRETARY'S REPORT
ROBERT R. FIGONE

1. Informed the Commission that Mayor Alioto paid a surprise visit to our North Beach Branch.

2. Return of $25,000 was approved by the Mayor and the Finance Committee of the Board of Supervisors.

3. Asked the Commission's permission to meet in July in lieu of August due to the fact that both he and Mr. Anderson would be on vacation in August. Commissioner Graves moved, Commissioner Malone seconded, and unanimously approved that the Library Commission hold its meeting on July 1st and adjourn for the month of August.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

1. Dedication of the Waden Branch will be held on July 12, 1969 at 11:00 a.m. The dedication program is under the direction of Mrs. Mary Moses, Chief of Branches; Mr. George Alfred, Waden Branch Librarian; Mr. David Belch, Public Information Officer; and the Secretary's Office. The afternoon of July 12th will be devoted to open house at the branch.

2. Glen Park relocation: We have been notified by the City and County Real Estate Department that the Federally Assisted Code Enforcement program will vacate the premises at 2842-46 Diamond Street so that the library may relocate its branch in the Glen Park area. Their relocation date is set for October 15, 1969. They will try to move prior to this date subject to their own relocation problem.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Public Relations activities report for

the month of May be approved.

In the absence of Chairman Mohr, Mr. David E. Belch, Public Information Officer, called the Commission's attention to public relations activities for the month of May. Mr. Belch also informed the Commission that a number of books received as gifts were donated to the library by Miss Rhoda Kellogg.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

There were no expenditures of Fuhrman funds for the month of May.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Graves, and unanimously approved that the following resolution be approved:

RESOLUTION #432

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. Chairman Stern reported that Mr. Mellon, Chief Administrative Officer for the City of San Francisco, has informed her that the Capital Improvement Advisory Committee has approved changing the Main Library Bond issue from June, 1970 to November, 1970 election. Official correspondence regarding this matter will be directed to the Commission in the near future.

2. Commissioner Stern informed the Commission of her recent trip to the East to attend the National Reading Conference meeting and at that time, members of the Conference directed a resolution to President Nixon protesting the proposed cuts in the Federal budget for education and library programs. (Title I and Title II, Library Services and Construction Act).

3. Formation of a nationwide committee of citizens to save education and library funds has been created in New York. Commissioner Stern informed the Commission that she has joined this non-partisan, national citizens' committee. Their first step will be a public service newspaper ad in which a list of names of members will be given to provide citizens with

information concerning cuts in Federal spending in regard to library service and making suggestions on how the public can respond.

4. Commissioner Stern informed the Commission that she appeared before the Charter Revision Committee on behalf of the San Francisco Public Library objecting to the proposal for the grouping of the library department with other agencies.

President Lisle addressed the Commission informing them that she had written a letter to the Charter Revision Committee stating her opposition to the proposed grouping of the library department with other city agencies. The Commission agreed to wait for the final Charter Revision proposal before further action be taken.

COMMUNICATIONS

1. Commission received a thank you letter from Reta Van Straaten for passing and adopting Resolution #427 on her retirement.

2. Memorandum sent to members of the Commission regarding a joint meeting of the Friends' Executive Committee and the Library Commissioners asking them to choose a date of June 17th, 18th, or 19th. Commissioner Malone moved, Commissioner Stern seconded, and it was unanimously adopted that the meeting be held in the Commissioners' Room on June 18th at 3:30 p.m.

3. Reminded the Commission of the Mayor's luncheon to be held on June 9th in the Pavilion Room at the Fairmont Hotel at 12 noon.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m., Tuesday, July 1, 1969.

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

June 3, 1969

RESOLUTION NO. 432

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1969, be approved:

1424 Clerk Typist

Curtis Lavery
Joseph Reed

7416 Book Repairer

Emilia Rondario

1630 Account Clerk

Margie Sin

2714 Janitor

Roger Kieval

3630 Librarian

Mary Landgraf
Sandra Drissen

1422 Jr Clerk Typist

Dale Chin
Karol Parsons
May Hong
James A. Butterich
Nancy Kelly
Emma K. Smith

3610 Library Assistant

Paul Stavros

3602 Page PTAN

Marco Leonardo
Ivan Wong
Diane Winter
Lincoln Lee
Marvin Tom
Augustus Browning
Delano Cox
Raymond Lew
Albert Sanders
John Garibaldi
Robert Bachecki

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist

Marjorie O'Hair
Barbara Eckart
Sarah Rosenberger

3602 Library Page

Kenneth Beck

3602 Page PTAN

Robert M. Lehrberger
Douglas Young
Michael Read
James Boulton
Kirven Blaylock
Ron Goshgarian
Ronald Cole

3630 Librarian

Mary Ryan
Joan Riordan
Judith Strum
Colleen Foster

EXHIBIT I

PROPOSED SUMMER BRANCH SERVICE SCHEDULES

(July 1 September 14, 1969)

I. LARGE BRANCHES

Excelsior Merced North Beach Western Addition
Marina Mission West Portal Richmond and Sunset

DAY	SUMMER HOURS	CURRENT HOURS
Mon.	12-8	12-9
Tues.	10-8	10-9
Wed.	10-8	10-9
Thurs.	10-6	10-9
Fri.	12-6	10-6
Sat.	10-6	10-6
	50 hrs. per wk.	58 hrs. per wk.

II NEIGHBORHOOD BRANCHES

Anza Eureka Valley Ortega Parkside Waden
Chinatown Golden Gate Park Presidio

DAY	SUMMER HOURS	CURRENT HOURS	EUREKA	WADEN
Mon.	12-6	12-9	12-9	12-9
Tues.	10-8	10-9	12-9	12-9
Wed.	10-8	10-9	12-9	12-9
Thurs.	12-6	10-9	12-9	12-6
Fri.	12-6	10-6	10-6	1-6
Sat.	10-5	10-6	10-6	1-6
	45 hrs. p/wk.	58 hrs. p/wk.	52 hrs.	44 hrs.

III SMALL BRANCHES

Bernal Noe Valley Portola Visitacion Valley
Ingleside Ocean View Potrero (Glen Park - no change)

DAY	SUMMER HOURS	CURRENT HOURS	PORTOLA	POTRERO
Mon.	1-6	12-9	On current schedule	
Tues.	12-7	12-9	except they are open	
Wed.	12-7	12-9	Saturdays.	
Thurs.	1-5	12-6	(to be	(no
Fri.	1-5	1-6	closed)	change)
Sat.	closed	closed	1-5	10-4
	27 hrs. p/wk.	38 hrs. p/wk.	43 hrs.	44 hrs.

SAN FRANCISCO PUBLIC LIBRARY

June 18, 1969

SAN FRANCISCO PUBLIC LIBRARY COMMISSION
and
FRIENDS OF THE LIBRARY

SPECIAL COMMISSION MEETING

SUBJECT: Preliminary Planning for a Proposed New Main Library Building

Proceedings of the special meeting of the San Francisco Public Library Commission and the Executive Committee of the Friends of the Library held Tuesday, June 18, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following commissioners were noted present: Callanan, Day, Graves, Lisle, Malone, and Stern. Excused: Commissioner Mohr.

The following members of the Friends were noted present: Mrs. William F. Luttgens, Mr. Henry M. Bowles, Miss Stong, Mrs. Poole, Mrs. Weinstein, Mrs. Conley, Mr. Mackey, and Mr. E. Marcus.

Present also was Mr. Harold D. Martelle, Assistant City Librarian. Excused: Mr. John Anderson, City Librarian.

After a brief statement of the purpose and plan the meeting should take, President Lisle decided the meeting start with the discussion of the working facts as outlined on page one of Mr. Anderson's report.

President Lisle asked if all had an opportunity to look over the discussion outline for this meeting and allowed a few minutes for all to review it.

Commissioner Graves asked if all were in agreement as to the need for a new library. He also questioned whether all were in agreement that twenty million dollars would be a sufficient amount for a bond election. All present were in agreement on these two points.

Miss Stong suggested that other funds, such as, supplemental Federal funds be sought to augment the needed money for a successful campaign.

Mr. Martelle informed the members present that the $125,000 HUD loan will be partially used to collect planning data as well as other pertinent information needed for the success of the presentation of the library plan to the Commissioners, Friends, and voters of San Francisco.

San Francisco Public Library
Special Commission Meeting

June 18, 1969

Commissioner Malone spoke regarding the advisability of branch inclusion and branch remodeling and improvements in the bond election.

Mrs. Poole spoke in favor of branch inclusion. Commissioner Graves was in accord with Mrs. Poole with regard to branch inclusion, although he felt it impossible to refurbish all twenty seven branches.

Discussion centered on how branches would be selected. Mr. Martelle informed the Commission and the Friends that although a study of community library needs would be made with emphasis on strengthening some branches, this matter should be deferred for a later meeting. He urged that the meeting concern itself at this time with expending monies and energies for the Main Library bond campaign.

The next item to be discussed was the organization and responsibilities of the Commission as outlined on page two of Mr. Anderson's outline.

Commissioner Malone noted the necessity for a short campaign and for the development of organization. He felt that the Friends should develop a "strong Political arm" that would involve labor leaders, minority groups, and teachers, as well as Parent-Teacher Association members.

Commissioner Lisle asked Mr. Bowles, President of the Friends, to appoint an ad hoc committee to set up special citizens committees for the purpose of raising money and developing the campaign as soon as possible. Mr. Bowles pledged the full support of the Friends to the bond campaign.

Commissioner Callanan suggested that the committees be formed along the same lines used by the United Crusade using prominent names for mailing lists.

Commissioner Lisle directed that the library administration prepare a planning document for presentation to the Commission as soon as possible.

The meeting was declared adjourned at 5:30 PM.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

July 1, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, July 1, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Graves, Lisle, Malone, and Stern. Excused: Commissioner Mohr.

It was moved by Commissioner Callanan and seconded by Commissioner Day that the minutes of the June meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported on his attendance at the American Library Association conference held in Atlantic City. Much emphasis was placed on current social issues at this meeting. Another major issue on the program was in relation to unions for professional members. Mr. Anderson had a heavy schedule as President of the Library Administration Division.

2. Commissioner Stern reported on the March on Washington to be held July 9, 1969. Commissioner Stern will join others who will be briefed by Gerry Kettrick. They then will visit their Congressmen and follow up with a press conference.

   A national committee has been organized to urge Congress to restore funds to libraries. Commissioners, librarians, and the public are urged to write their Congressmen requesting funds needed in order that public libraries may accomplish their purposes and goals. Mr. Anderson will ask for an opinion from the City Attorney's office in regard to posting Pro-Federal legislation materials in support of libraries.

3. Two 3630 Junior Librarians were hired as a result of Atlantic City, American Library Association conference interviews. There were no candidates for the Adult Coordinator position.

Dick Shouse has been transferred from the Eureka Valley Branch to the City Librarian's office as an Administrative Assistant and will be in charge of orientation programs for new employees, rewriting the Staff Personnel Manual, and will work on special assignments with Mr. Anderson.

4. Mr. Martelle, Assistant City Librarian, is attending briefings with the Civil Service Commission to establish and strengthen employee-employer relations.

5. The administration has received formal notice of the approval of a $125,000 HUD loan although a contract has not been received. The administration will make recommendations to the Commission regarding the services of an outside consultant firm.

6. Mrs. Trixie Ryan has been assigned as the Planning Commission staff member to work with the revision of the City Master Plan as it affects libraries.

7. Library teacher card privileges were discussed. Mrs. Pendleton, Golden Gate Valley Branch; Mrs. Ruth, Anza Branch; and Mrs Svirsky, from the office of Children's Services testified in regard to the need of implementing new procedures for teacher library card holders. They pointed out that some teachers will hold books up to a period of six weeks and then renew the books, remove and lose book slips thereby causing delay to other users. The primary reason for requesting discontinuance of teacher library cards was the depletion of book collections in subject areas, often leaving no such material in the branch for loan to the child using the library. Mr. Figone spoke in favor of granting teacher library cards but suggested elimination of renewal periods, as well as, establishing closer communication with school principals. After considerable discussion it was resolved; that, teacher cards will continue to be issued and that fifteen books be allowed each teacher for a period of three weeks only.

   President Lisle recommended that a letter of explanation be sent to the Board of Education regarding the new policy. It was moved by Commissioner Malone and seconded by Commissioner Callanan. Motion carried.

8. A meeting will be held in the Board of Supervisors' Chambers on July 31, 1969 at 2:00 PM to discuss the Charter Revision.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. The binding contract has been awarded to Hertzberg of Tacoma, Washington, for the coming year.

2. Mrs. Linda Crismond's article on Electronic Data Processing has been accepted for publication in the Library Journal and the American Society of Informational Sciences. The paper will be read at the annual conference this year to be held in San Francisco.

3. Several approaches are being investigated for the ordering of books by Electronic Data Processing.

4. Under the Neighborhood Youth Corps program, one hundred and twenty eight youths have been hired by the library for summer jobs.

5. The Mission Community Library Project is underway at the Mission Branch.

SECRETARY'S REPORT
ROBERT R. FIGONE

The Secretary's office is taking an active role participating in community beautification projects. In cooperation with the San Francisco Park and Recreation Department, we have planted trees surrounding Golden Gate Valley Branch. Under consideration is the Presidio Branch.

It was moved by Commissioner Graves and seconded by Commissioner Stern that the administration's report for the month of June be approved.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Programs and announcements have been mailed to city officials inviting them to attend open house festivities to be held on July 12, 1969, at 11:00 AM at the Anna E. Waden Branch Library.

PUBLIC RELATIONS, BOOKS ART COMMITTEE
COMMISSIONER MOHR

1. In the absence of Chairman Mohr, Mr. David E. Belch, Public Information Officer, called the Commission's attention to Public Relations Activities Report for the month of June.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Callanan and unanimously adopted that expenditures in the amount of $249.91 made from the Fuhrman Bequest Fund during the month of June be approved.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Chairman Callanan, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #433

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. The American Library Trustees Association suggests that every library board have a mock session.

2. Chairman Stern suggested that the library submit material for the John Cotton Dana publicity awards.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Mr. Bowles reported that the Martin Luther King, Jr. project is progressing well. (Further details will be supplied at a later date.)

2. A meeting to discuss organization of the bond issue project will be held as soon as possible.

3. Mr. Bowles reported that the Friends will lobby against the revision of the City Charter as it pertains to the library.

4. A financial report was read as follows:

   $10,000 from the book sale will be used for a film production demonstrating library services.

   $38,850 from miscellaneous foundations for the Martin Luther King, Jr. bibliography.

$1,711 for memorial gifts.

$8,150 for books from various donors.

$1,200 for books provided from the sale for the library.

$ 622 for Negro History Week Programs.

$ 250 for two tape recorders for the library.

$ 275 for special programs.

$10,370 from 1969 book sale which will go to the benefit of the library.

Commissioner Malone moved and Commissioner Callanan seconded that hereafter the Friends' report follow the Administration reports. Motion carried.

President Lisle appointed Commissioner Day to be liaison between the Commission and the Friends during the months of July and August.

COMMUNICATIONS

The Commission received a telephone call from Mr. Mohr in behalf of his wife, Commissioner Mohr, thanking the Commission for the flowers sent her during her illness.

There being no further business to come before the Commission, the meeting was declared adjourned at 6:15 PM.

There will be no meeting during the month of August due to vacations.

The next Commission meeting will be held ~~Tuesday~~ Wednesday, September ~~2~~ 3, 1969,

Respectfully submitted

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

July 1, 1969

RESOLUTION NO. 433

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1969, be approved:

3610 Library Assistant

Siomara Pacheco
Roger Patton

1422 Jr. Clerk Typist

Ralph Farve
Kathleen Polidori
Linda Wong
Alphonse Jackson
Diane Kinsky
Nancy Vellutini

3602 Page

John Wallace
Carl Rabun

2714 Janitor PT

Leon Allen

3630 Librarian

Daina Schneider
Sara Breger
Rosemarie Buchner
Barbara Jones
Katherine Greenberg
Loretta Farley
James Boulton
Faith Van Liere
Barbara Warren

1446 Clerk Stenographer

Mirl Richardson

8202 Watchman

Richard Bruckman

3602 Page PTAN

Dang, Michael

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3630 Librarian

Mary Richter

3602 Page PTAN

Marijane Monaghan
Elena Dillon
Theodore Quock
James Miles
William Kearney

AUGUST 1969

No MEETING

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

September 3, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, September 3, 1969 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, Mohr, Stern. Excused: Commissioner Graves.

It was moved by Commissioner Callanan and seconded by Commissioner Day that the minutes of the July meeting be approved as submitted. There being no objection, it was so ordered. Mr. David Welch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Distributed annual statistics.

2. Distributed tickets to September 26, 1969 7th Annual Summer Reading Program.

3. Reported and made recommendations on branch hours. Mrs. Moses, Chief of Branches, stated that the summer hours were successful. Miss Brenda Kuske gave examples of her experiences in New York Public Library where larger branch staffs allowed much out-reach in the community. Miss Henrietta Abrams spoke against changing branch hours. Discussion. Moved by Commissioner Mohr, seconded by Commissioner Malone for adoption of new hours. President Lisle commented to the audience that the new schedule is subject to modification when warranted upon the recommendation of the staff.
(Library branch hours attached to minutes.)

2. At the request of Miss Effie Lee Morris, Coordinator of Children's Services, the Commission was asked to rescind the teacher loan policy adopted at the July meeting. Miss Morris stated that the primary reason was lack of time to properly communicate with school officials. After discussion, it was moved by Commissioner Malone, seconded by Commissioner Stern that it be adopted. Amendment to the motion that policy as adopted at the July meeting would go into effect in August, 1970. Moved by Commissioner Callanan, seconded by Commissioner Malone. Commissioner Malone addressed himself to the Children's Services Division, requesting that this new proposed teacher loan policy be discussed with the members of the San Francisco School Department. He pointed out the problems which occur when children and parents encounter a depletion of the children's books taken by teachers for classroom use.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

No report for this meeting.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

Informed the Commission that the Secretary's Office in connection with the Engineer's Department are presently making a survey of branches for the 1970-71 maintenance and repair schedules to be undertaken by the Department of Public Works.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

Chairman Callanan asked and received permission to give his report out of the regular order. It was moved by Chairman Callanan, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #442

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(attached to minutes)

It was moved by Chairman Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted with an amendment that it be signed by each Commissioner:

RESOLUTION #443

RESOLVED, that the members of the San Francisco Public Library Commission extend to Mrs. June White its gratitude for her outstanding service and inspiring leadership in several capacities at the San Francisco Public Library. Because of her conscientious interest, warmth, thoughtfulness, and generosity of spirit she has been one of the Library's most universally admired and respected staff members, and she will be greatly missed by all.

It was moved by Chairman Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted with an amendment that it be signed by each Commissioner:

RESOLUTION #444

RESOLVED, that the Library Commission of the City and County of San Francisco hereby gives recognition and thanks to Miss Harriet Collopy for her many contributions to the development of the Library, particularly as coordinator of Adult Services.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Reported that the Friends of the Library have attended a meeting for the Charter Revision and have worked very hard to retain the functions of the Library Commission as they are today instead of a proposed Commission in an advisory capacity only.

2. Informed the Commission that he has met with members of the Friends executive Board and that they have discussed the problems that the bond issue for the new Main Library Building would encounter, such as; the increasing interest rate and the two-thirds majority vote required for the passage of a bond issue. The Friends feel that the 1970 bond issue should be postponed until a more favorable climate shall exist. Mr. Bowles suggested that the Housing and Urban Development funds be used for a financial feasibility study. President Lisle asked that the Library Commission Main Library Bond Committee meet with Mr. Bowles to discuss the 1970 new Main Library Building Bond.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Reported that negotiations are now going on for the relocation of the Glen Park Branch Library. A progress report will be given to the Commission at the October meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

Chairman Mohr distributed the Public Relations Activity Report for the months of July and August. It was moved by Commissioner Stern, seconded by Commissioner Malone and unanimously approved that the Public Relations Report for the months of July and August be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

In the absence of Chairman Graves, Commissioner Day read the financial report for July and August. Commissioner Day moved, and Commissioner Malone seconded that the expenditures in the amount of $2,157.84 for the purchase of books from the Fuhrman bequest fund for the months of July and August be approved. Motion carried.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #435

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Mrs. Alicia Williams, Coordinator, Manpower Development Program, for the San Francisco Public Library to the New Careers Conference, September 14-16, 1969 in Washington, D.C.; expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #436

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Mr. John F. Anderson, City Librarian and Mr. Harold D. Martelle, Assistant City Librarian to the California Library Association Buildings Workshop, September 26-27, 1969 in Sacramento, California; expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #437

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Mr. John F. Anderson, City Librarian to the Library Systems Seminar, November 2-6, 1969 in Yosemite; expenses to be paid out of Bay Area Reference funds.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #438

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Linda Crismond, Vivian Goodwin, and one other staff member to be appointed by Mr. John F. Anderson, City Librarian, to the MARC II Pre-conference of the American Society for Information Science Institute at the Jack Tar Hotel, September 29-30, 1969; registration expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #439

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of two Main Library staff members that will be appointed by Mr. John F. Anderson, City Librarian, to attend the Predicasts, Inc. Seminar in San Francisco on Friday, October 3, 1969 at the San Francisco

Hilton; registration expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #440

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Linda Crismond and Sylvia Fatzer to the American Society for Information Science Institute at the Jack Tar Hotel, October 1-5, 1969; registration expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #441

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Anne Kincaid, Bay Area Reference Center Director and Gilbert McNamee, Bay Area Reference Center Assistant Director, to the American Society for Information Science Institute at the Jack Tar Hotel, October 1-5, 1969; their expenses to be paid out of Bay Area Reference funds.

It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #445

RESOLVED, that the San Francisco Public Library Commission does hereby authorize per diem expense of $20.00 plus car rental cost for Mr. John F. Anderson, City Librarian, to conduct recruiting visits at the University of Southern California and the University of California in Los Angeles on September 30, 1969.

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. Reported on meeting with Mr. Anderson and Mr. Martelle to discuss how Housing and Urban Development grant would be spent.

2. Reported to the Commission that the March on Washington to save library funds on July 31, 1969 was very successful.

3. Spoke on the demise of the Library Development Board.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Wednesday, October 15, 1969.

Respectfully submitted,

Robert R. Figone

Robert R. Figone,
Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

LIBRARY HOURS

MAIN LIBRARY M-F 9-9; SAT 9-6
BUSINESS BRANCH M-F 8:30-6:00

AREA BRANCHES

Excelsior	Mission	Richmond
Marina	North Beach	Sunset
Merced	Parkside	West Portal
Western Addition		

MONDAY	12 - 9
TUESDAY	10 - 9
WEDNESDAY	10 - 9
THURSDAY	10 - 6
FRIDAY	1 - 6
SATURDAY	10 - 6

Children's Room Hours at MISSION, RICHMOND, AND SUNSET

Monday, Thursday, Friday	2 - 6
Tuesday, Saturday	10 - 6
Wednesday	2 - 8

COMMUNITY BRANCHES

Anza	Chinatown	Eureka Valley
Golden Gate		Ortega
Presidio		Waden

MONDAY	12 - 6
TUESDAY	10 - 9
WEDNESDAY	10 - 9
THURSDAY	1 - 6
FRIDAY	1 - 6
SATURDAY	10 - 5

SMALL BRANCHES

Bernal	Ocean View	*Park
Ingleside	Portola	*Potrero
Noe Valley	Visitation Valley	

MONDAY	1 - 5
TUESDAY	12 - 8
WEDNESDAY	12 - 8
THURSDAY	1 - 5
FRIDAY	1 - 5
SATURDAY	closed
*OPEN SATURDAY	12 - 5

GLEN PARK BRANCH

Monday, Wednesday, Friday	2:30 - 6
Tuesday, Thursday	4:30 - 8

RESOLUTION NO. 442

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1969 be approved:

3630 Librarian

Barbara Jones
Loretta Farley
Roberto J. Esteves
Donna Parks
Vicki MacDonald
Mary Jordan

1220 Payroll and Personnel Clerk

Martin Farrell

8202 Watchman

Fred Williams

1402 Clerk

Ben Foster

3602 Page PTAN

Robert Schuelke
James Berg
Parvey Good
Ronald Gillies
James Velarde

7337 Truck Driver, Light

Walter Lee

3602 Library Page FT

Barry Quan
James Lee
Kathleen Polidori

1422 Jr. Clerk Typist

Nancy Wong
Walter Lee
Kenneth Mims
Karen Gilles

1424 Clerk Typist

Edward Rehmus

3602 Page PTAN

Philip Snell
Bradford Huie
George Leong
Linda Taylor
Leroy Means

7337 Truck Driver, Light

Ray Hutton

3610 Library Assistant

Paul Stavros

3602 Library Page PTAN

Leonard Lynch
Roger Schuelke
Cedric Chinn
Dan Paton
James Berg
Ronald Adams
Harvey Briley
Robert Bachecki
Michael Dang

7416 Book Repairer

Loretta Williams

3602 Library Page PTAN

Howard Lebowitz
John Irons
Susan Chang
Albert Sanders
Leroy Means
Michael Wolfes
Carol Murota
Patricia Sullivan

RESOLUTION NO. 442

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1969 be approved:

3630 Librarian

Barbara Jones
Loretta Farley
Roberto J. Esteves
Donna Parks
Vicki MacDonald
Mary Jordan

1220 Payroll and Personnel Clerk

Martin Farrell

8202 Watchman

Fred Williams

1402 Clerk

Ben Foster

3602 Page PTAN

Robert Schuelke
James Berg
Harvey Good
Ronald Gillies
James Velarde
Stephanie Marsico
John Q. Williams
Steven Tong
Warren Wilson
Robert Chew
Francisco Rosario

7337 Truck Driver, Light

Walter Lee

3602 Library Page FT

Barry Quan
James Lee
Kathleen Polidori

1422 Jr. Clerk Typist

Nancy Wong
Walter Lee
Kenneth Mims
Karen Gilles

1424 Clerk Typist

Edward Rehmus

3602 Page PTAN

Philip Snell
Bradford Huie
George Leong
Linda Taylor
Leroy Means
Patrice Chong
Scott Hoffman
Lawrence Tong
Michael Hart
Ronald Denny
Marguerite Ramirez

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 Page FT

Carl Rabun
Ron Adams

3632 Senior Librarian

Laurie May

1422 Jr. Clerk Typist

June Pearson
Alphonso Jackson
Dale Chinn
Kathleen Polidori

3630 Librarian

SAN FRANCISCO PUBLIC LIBRARY

Commission Meeting

October 15, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission were held Wednesday, October 15, 1969 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Graves, Lisle, Malone, Mohr, and Stern.

It was moved by Commissioner Callanan and seconded by Commissioner Day that the minutes of the September meeting be approved as submitted. There being no objection, it was so ordered. Mr. David Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Two Staff Retreats are scheduled: on October 29th there will be a discussion of library goals for the ensuing year, and on October 30th; budget preparation and tactics. There will be a third retreat at a yet unspecified date at which administrative matters will be discussed.

2. The City Librarian will ask for a professional leave, at no expense to the City, to attend two out-of-town meetings: on October 22-23, Las Vegas, National Advisory Council on Books-By-Mail Project; and on November 10, Dallas, Advisory Committee for American Library Association Study on Library Association Chapters.

3. Adult Coordinator examination still in limbo. The Civil Service Commission invalidated the examination and ordered a new oral evaluation panel to be convened. The Civil Service Staff asked for reconsideration on October 14th but this action was deferred to October 20th.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Reported on ethnic library in Mission Branch. The Library is now starting its second six months. This experiment has had much favorable comment.

2. Chinatown Branch: arrangements are being made for conversion of the basement of the Chinatown Branch Library for public use.

3. An administrative realignment has been made in the branches. There are now six instead of five clusters of branches. In addition, two training branches for indoctrination of new librarians are under consideration and Mrs. Dawn Panasenko has been assigned to be a community consultant and will have one person in each cluster designate a community spectator.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

No report for this meeting.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. The Martin Luther King Memorial Project is well underway and an interim report has been made. The Friends are preparing to recommend that all material on negroes now held in the Library be included in the King collection.

2. The film which the Friends are underwriting has been reviewed and Adrian Wilson and George Alfred advise they are quite pleased with the results. It will be cut to 12-15 minutes and finished by the beginning of 1970.

3. At its Executive Committee Meeting on October 14th, the Friends by consensus vote made the following recommendations relative to the Housing and Urban Development Study for the proposed new Main Library:

    a. Any architect involved in this study should be disqualified as a possible architect for the proposed new building.

    b. Emerson Greenway is to be included as one of the most qualified library consultants.

    c. Approval of the concept of a new Main Library in Civic Center.

    d. Favor a world-wide competition for selection of an architect; such competition to be supervised by the local chapter of the American Institute of Architects.

    e. More of the HUD funds should be used by the Library Staff for studies.

It was moved by Commissioner Graves and seconded by Commissioner Mohr that the report be accepted. Motion carried.

At the inquiry of Commissioner Malone, the City Librarian was asked about the legality of HUD funds being used by the Library Staff. Mr. Anderson said this was illegal under the terms of the HUD Agreement.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Relocation of the Glen Park Branch Library was reported by Chairman Malone who expressed his appreciation for the fine work of Library Secretary, Mr. Figone in arranging for a new location.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

1. Reported on the success of the Summer Reading Awards Program, September 26th Complimented the Children's Librarians for their fine work.

2. Drew attention to the many other activities as printed in the Public Relations Activities Report.

It was moved by Commissioner Day and seconded by Commissioner Graves that the Public Relations report for the month of September be accepted. Motion carried.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Malone that the expenditures in the amount of $854.58 for the purchase of books from the Fuhrman bequest fund for the month of September be approved. Motion carried.

It was moved by Chairman Graves and seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #447

RESOLVED, that the San Francisco Public Library Commission does hereby authorize the attendance of Miss Audrey Wood, Librarian, Potrero Branch, to the University of Southern California Institute on Training for Library Work with the Culturally Disadvantaged, October 6-10, 1969. Reimbursement expenses for travel in the amount of $30.49 to be paid out of regular budget as travel funds permit.

It was moved by Chairman Graves and seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted.

RESOLUTION #448

RESOLVED, that the San Francisco Public Library Commission does hereby express its desire to apply to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services.

It was moved by Commissioner Day, seconded by Commissioner Malone and approved that the following resolution be adopted. Commissioner Stern cast an opposing vote.

RESOLUTION #450

RESOLVED, that the San Francisco Public Library hereby authorizes a transfer of funds from the surplus in 1968-69 Book Appropriation in the amount of $800.00 to the credit of Rent Appropriation, 1969-70, for rent increase for the new Glen Park Branch. (Rent increase from $200.00 to $300.00 per month for eight months.)

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Malone and unanimously approved that the following resolution be adopted:

RESOLUTION #449

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

1. Chairman Stern noted that the actions of the Commission regarding the selection of a management firm to do a HUD study would be of primary importance to the future of the Library. A. D. Little, Inc. was asked to make their presentation. Representing this firm were Roger Malek and Walter Curley. The main points covered were a three phase study:

    1. A survey evaluation and research on library problems and goals.

    2. A planning program definition and site studies.

    3. Formulate a development plan including financial feasibility.

2. Booz-Allen, and Hamilton: presentations made by Mr. Gordon P. Smith, Mr. Douglas Metz, and Mr. Richard A. Hughes:

    a. Background of project
    b. Scope of project
    c. Organization of project team
    d. How the project would be conducted and time and cost features

3. A representative from SPUR addressed the Commission reading his organization's letter dated April 17, 1969 to the Commission President and members of the Library Commission stating the formal opinion of SPUR that a design competition on a worldwide basis be undertaken to provide the best possible array of suggested designs for the new physical plant of the library. It was pointed out by Commissioner Malone that this present building was the result of an architectural competition and that the Commission and Staff intend to plan the very best possible library and at this time, means of selecting the architect were premature.

4. Miss Sandy Buehler representing the South Center Library requested a re-evaluation of Bookmobile stops south of Market. The matter was referred to the Assistant City Librarian.

5. After much discussion, it was moved by Commissioner Graves, seconded by Commissioner Malone, that A. D. Little, Inc. be awarded the project for a Main Library feasibility study. Commissioner Stern objected to A. D. Little because their proposal included a local architect. After further discussion, Commissioner Callanan called for the question. Commissioner Graves requested a roll call vote on the motion: Commissioner Callanan, yes; Commissioner Day, yes; Commissioner Graves, yes; Commissioner Malone, yes; Commissioner Mohr, no; Commissioner Stern, no. Motion carried.

COMMUNICATIONS

FROM: Mrs. Marie Farrell, Executive Secretary of the Northern California Chapter of the American Institute of Architects, re: request to be placed on the Agenda of the Library Commission on October 15th to discuss with the Commission, the possible alternatives for obtaining architectural services for the proposed new Main Library. The Secretary informed the Commission that the request had been discussed with President Lisle and Mr. John F. Anderson. Both were in agreement that such a request to discuss architectural services was quite premature. Notified Mrs. Farrell of this decision and that she would be informed of the proper time in the near future when this matter would be discussed.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Wednesday, November 12, 1969.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

ADDENDUM TO OCTOBER 15, 1969 MINUTES

The following resolution was unanimously approved by the San Francisco Public Library Commission by a telephone vote on September 30, 1969

RESOLUTION #446

WHEREAS, the San Francisco Public Library has been ordered to vacate its Glen Park rental branch located at 2902 Diamond Street; this move is necessitated by the BARTD Station construction on the present site of the Glen Park Branch, and,

WHEREAS, the San Francisco Public Library Commission feels it necessary to relocate its Glen Park Branch in this area, it finds it necessary to request for a Supplemental Appropriation in the amount of $800.00 for payment of rent from November 1, 1969 to June 30, 1970, and,

WHEREAS, the site for relocation, 2842-46 Diamond Street, has been provided by the San Francisco Public Works Department which site has been remodeled for the Code Enforcement Program approximately six years ago at a sum of $6,413.00, the Library Commission in agreement with the San Francisco Real Estate Department, hereby agrees to transfer one-half of the remodeling cost in the amount of $3,206.50 to the Department of Public Works for reimbursement of the federally granted funds in consideration for the Department of Public Works making this site available for the Glen Park Branch; now, therefore, be it,

RESOLVED, that the San Francisco Public Library Commission does hereby approve the request for Supplemental Budget Appropriation in the amount of $4,006.50 to provide for funds for rent and reimbursement to the Department of Public Works for building remodeling.

(Due to a deficit in City supplemental funds, the Commission approved Resolution #450, Rent Appropriation for Glen Park Branch.)

RESOLUTION NO. 449

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1969 be approved:

7416 Book Repairer

May Hong

1422 Jr. Clerk Typist

Margo Lively
James Covell
Earline Mohr
Donald Garett
Susan Longenecker
Irene Rooker
J. Pampanaupa
Noelle Wyser
Jeanne Dasenbrock
Maria Lozada
Jane McPhetres

7337 Truck Driver, Light

Walter Lee

3610 Library Assistant

Daniel Myers
Russell Myers

1424 Clerk Typist

Carol Edmiston
Sandra Carter
Ada Douglas

3630 Librarian

Jeanne Brooks
Sally Houston
Carol Zajkowski
Pat Stewart
Lowell Turner
Judith Del Moral
Thomas Alexander
Virginia McCormick
Lucille Prickett
Toinette Baker
Elaine Rattner

3602 Page PTAN

Eleanor Carmody
Alfred Chiu
Edwin Crawford
Donald Drummond
Randolph Fong
Nathaniel Karneh
Robert Muniz
Michael Sullivan

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist

Alphonse Jackson
Dale Chinn
Kathleen Polidori
May Hong
Linda Wong
Nancy Wong
James Covell
Diane Kinsky
Kenneth Mims
Nancy Vellutini

3602 Page PTAN

Ronald Gillies
Patrick Clark
Kenneth Mims
Marvin Tom
Dennis Fama
Jack Lew
Bonita Lum
James Lee
Chanetta Jackson
Robert Lee
Lawrence Tong
Robert Chew
Augustus Browning
Terrence Gallagher
James Rigsbee
Donna Allen

3602 Library Page

James Lee
Richard Levine
Barry Quan
John Wallace

3630 Librarian

Rosemarie Buckner
Philip Glander
Daina V. Schneider
Barbara Jones
Mary Brousseau

1220 Payroll and Personnel Clerk

Martin Farrell

Commission Meeting

November 12, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission were held Wednesday, November 12, 1969 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, Mohr, and Stern. Excused: Commissioner Graves.

Commissioner Stern noted that the wording in Resolution #450 was incorrect inasmuch as the word "surplus" should be deleted. It was moved by Commissioner Mohr and seconded by Commissioner Callanan that the minutes of the October meeting be approved as corrected. There being no objection, it was so ordered. Mr. David Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported attending meeting in Las Vegas regarding "Books-by-Mail" which may have applications to San Francisco Public Library.

2. Attended meeting in Dallas in which the American Library Association is assisting the chapter of organization of the Southwest Library.

3. Attended a four-day conference of the Library Systems Seminar in Yosemite National Park. In essence the ideal system means that an individual would have access to all library resources in California at his initial library contact.

4. Reported on the article in the Remingtan Rand Magazine, "Pioneer" featuring the Waden Branch and an article about George Alfred.

5. Two Administrative retreats were successfully conducted. Results of this will come out later.

6. The Gutenberg Memorial Exhibit is being shown in the California Academy of Sciences.

7. It was moved by Commissioner Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #455

RESOLVED, that the Library Commission of the San Francisco Public Library does hereby urge Governor Ronald Reagan to include full funding for the Public Library Services Act in his forthcoming budget.

8. It was moved by Commissioner Day, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #457

RESOLVED, that the Library close at 5:00 PM on Christmas Eve, Wednesday, December 24, 1969, and at 5:00 PM on New Year's Eve, Wednesday, December 31, 1969.

9. The Housing and Urban Development contract has been approved by the City Attorney and given tentative approval by the HUD Regional Office. The contract is now at the City Purchasing Department awaiting approval.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

No report for this meeting.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

1. Reported on conversion of library grounds at Richmond Branch to a mini park for adults. This at no cost to the Library as Federal funds are available for this. Moved by Commissioner Malone and seconded by Commissioner Stern. Motion carried.

2. Reported on the flooding of Technical Services. Department of Public Works has promised to correct this condition.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Reviewed the purpose of the Friends as an organization to provide a broad area of citizens support for the library.

2. Reported that the Friends have lobbyed in support of library budget and programs.

3. Friends of the library will continue to support Library programs with regard to a new main library building. The Friends support the idea that the best possible architect for a new main library building be selected by national competition under the direction and supervision of the A.I.A.

4. Mr. Bowles introduced Mr. William Mackey, vice-president of the Friends. Mr. Mackey also reviewed the purpose and history of the

Friends as a non-political body whose purpose is to support library programs. The appointment for the main library building architect must and should be made by a non-political committee or by the A.I.A.

5. Mr. Marvin J. Colangelo spoke of the importance of the library serving as a functional monument and not as part of a multi-purpose building or complex.

6. Commissioner Malone addressed himself to the remarks of the Friends stating that is was premature at this time to speak or consider a selection of an architect. He also reminded the Friends that their organization had put forth the idea that the current conditions are not condusive for a bond issue at this time.

7. Commissioner Malone emphasized that the prupose of the HUD study is to guide and answer the many questions presently existing to give San Francisco one of the best library buildings that can be possibly constructed.

8. Commissioner Stern reported that as a result of a SPUR meeting she attended, she has invited Mr. William McCormack of the local chapter of the A.I.A. to speak to the commission at this meeting. Commissioner Day stated that she felt no action should be taken at this time. Commissioner Malone moved not to consider the A.I.A. statement at this time. The motion was seconded by Commissioner Day. Motion failed. Ayes: Commissioners Day and Malone; nays: Commissioners Callanan, Mohr, and Stern. President Lisle informed Mr. McCormack that he will be given time to address the commission under new business.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

The moving of the Glen Park branch library is in progress and should be completed by Friday, November 21, 1969.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER MOHR

Commissioner Mohr called the commission's attention to the Public Relations' Activity Report for the month of October.

It was moved by Commissioner Mohr, seconded by Commissioner Callanan, and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

In the absence of Commissioner Graves, Commissioner Day moved and Commissioner Malone seconded that the expenditures in the amount of $1,683.67 for purchase of books from the Fuhrman Fund for the month of October be approved. Motion carried.

It was moved by Commissioner Day, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #456

RESOLVED, that the San Francisco Public Library Commission does hereby authorize reimbursement of $30.50 air fare to Mr. John Coll for travel to the California Library Association committee meeting on Accrediation and Certification on November 14, 1969, in Long Beach.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #452

Approval, non-Civil service, temporary, and recertification of temporary appointments.

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

Commissioner Stern informed the commission that due to the failure of Propositions A, B, and C, Mayor Alioto is taking legal action to try and rescind the 66-2/3 mayority vote required for the passage of future bond issues. Positive results will benefit the library in future bond issues.

NEW BUSINESS

Mr. McCormack, representing the local chapter of the A.I.A., read a letter addressed to the Commission from Mr. George A. Agron, President of the Northern California Chapter of A.I.A., suggesting to the Library Commission that it consider within the context of the feasibility study, the procedures for architectural development of the new main library which offer the best hope of securing excellence.

The two procedures for architectural selection believed to be appropriate are the following:

1. By direct appointment

2. Selection on the basis of a competition within regulations established by the A.I.A.

Mr. McCormack expressed the desire of the Northern California Chapter of the A.I.A. in placing itself at the disposal of the Library Commission in obtaining the above two objectives on behalf of their profession.

President Lisle addressed herself to the Commission stating that all ideas and suggestions from the Commissioners relative to the HUD study be channeled through Commissioner Malone. The Commissioners were unanimous in their agreement with her suggestion.

President Lisle then raised the question of the 1970 bond issue. After discussion it was moved by Commissioner Malone, seconded by Commissioner Day, that the proper City officials be notified that the Library Commission asked to be taken off the ballot for 1970 for the following reasons:

1. That the planning study be undertaken at this time through use of HUD monies and would not have adequate time to be completed for the 1970 election

2. That in fairness to other departments who wish to be put on the ballot, the Library will defer, at this time, but wishes to have top priority for consideration at a future ballot. Moved by Commissioner Malone, seconded by Commissioner Stern. Motion carried.

Miss Olga Kazorowski asked to speak. She raised objections to the Library Staff members having programs in the Library Meeting Rooms relative to the Vietnam Moratorium. Miss Anne Kincaid stated that Library workers who were opposed to the Vietnam war, were entirely within their rights to sponsor such programs as individuals and not as Library Staff members. After much discussion, it was moved by Commissioner Stern and seconded by Commissioner Malone that the Library Meeting Room be made available for use to any party wishing to express an opinion on the Vietnam Moratorium. Ayes: Commissioners Stern, Malone, Day and Callanan. Commissioner Mohr abstained. Motion carried.

COMMUNICATIONS

FROM: Miss Effie Lee Morris extending an invitation to the Commission to attend a joint meeting of the San Francisco Public Library's Childrens Librarians and the San Francisco School Department's Librarians meeting on

Friday, November 21st, Children's Room, at 9.A.M.

FROM: Mr. Gordan Paul Smith, Vice-president, Booz,Allen and Hamilton, Inc., Management Consultants re: thanking the Library Commission for the opportunity to be considered for the Main Library study.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M., Tuesday, December 2, 1969.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

RESOLUTION NO. 454

RESOLVED, that the following non-Civil Service, Temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1969 be approved:

3630 Librarian

Vicki MacDonald
Toinette Baker
Elaine Ratner
Sheri Walter
Sara Lois Breger
Emily Doyle
Peggy Burge
Edna Tidwell

2714 Janitor

Herman Thompson
Robert Lee Thompson

1424 Clerk Typist

Carol Bening
Jimmie N. Rainey

1422 Jr. Clerk Typist

Alice Moyer
Bernard Mercer
Betty Williams
Sarwan Boparai

3602 Page

Nathaniel Karneh
Jean Hennessey
Alfred Chiu
Randolph Fong
Terrence Moyles
Theresa Nelson
James A. Burke
Gwen Evans
Michael P. Oliver
Linda Leung

3602 Page

Ben Crawford
George Ranjo

1220 Payroll and Personnel Clerk

Edith Breckinbridge

8202 Guard

Thomas Jefferson
Floyd J. Gaines

7337 Truck Driver

Paul Martino

3618 Lib. Tech. Asst. II

Johanna Goldschmid

1444 Clerk Stenographer

Rosemary Morracha

1230 Personnel Aide

Melvin Aussieker

3602 Page

Alexander Dichov
Harold Byrd
Raymond Clemons
Gwendolyn Gatewood
Walter Williams
Douglas Wong

AND FURTHER, that the following resignations of non-Civil Service, part-time, and temporary positions be accepted:

3630 Librarian

Sara Lois Breger

3602 Library Page

James Burke May Y. Chee
James Rigsbee Delano Cox
Jeffrey Wayman Kathleen Kenney
Glenn Howell Harold Byrd

COMMISSION MEETING

December 2, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, December 2, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Graves, Lisle, Malone, Mohr, and Stern. Excused: Commissioner Day.

It was moved by Commissioner Mohr and seconded by Commissioner Callanan that the minutes of the November meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that the Department of Housing and Urban Development has approved the proposed contract as submitted by the Arthur D. Little Company. Final City Hall approval should be received this afternoon. (December 2, 1969)

2. General Library Staff meeting will be held on December 19th at 8:00 AM in the Literature Room. Mr. Roger Malek of the A. D. Little Company will present and discuss feasibility study for the Main Library.

3. Informed the Commission that the City Librarian and the Assistant City Librarian have been invited by the Arthur D. Little Company to visit various libraries throughout the country during the first week in January in conjuction with the planning of the feasibility study.

4. Commissioner Graves stressed the importance of the Electronic Data Processing program for the library. Provisions for housing Electronic Data Processing equipment must be included in the proposed feasibility study.

5. Circulated the California Library Association's Conference program, and extended an invitation to each of the Commissioners.

6. Informed the Commission of the November 21 joint meeting of the San Francisco Children's Librarians and the San Francisco School Department's Librarians. Purpose of the meeting was an exchange of programs and goals for each organization. Dr. Donald Rhodes, Assistant Superintendent, Elementary Education Department, addressed the Children's Librarians. Highlighting his address was the emphasis of the importance and need of the San Francisco Public Library to the San Francisco School Department.

7. Informed the Commission that special arrangements have been made to assist the children of the San Francisco schools to use the library facilities.

8. Reviewed Special Acquisition Report as submitted by John Coll.

9. Requested that the regular January Commission meeting be changed from January 6th to the 13th in order that the budget request for 1970-71 be presented.

10. Requested to meet on December 22, 1969, at 10 AM with the Commission Budget Committee consisting of Commissioners Graves, Malone, and Stern. The 1970-71 budget will emphasize the needs of the Technical Services Department, with special concern for Electronic Data Processing programs and equipment. Reconsideration will be given to the Library Community Program as presented in the 1969-70 budget. Greater emphasis will be placed on exploring the audio-visual needs for library programs.

11. Commissioner Stern requested that the Library Administration look into the possibility of having business and library displays placed in the Business Branch Library windows.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

Informed the Commission that the Library is making preparations for the opening of the Chinese Ethnic Library to be housed in the Chinatown Library branch.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

1. Requested Commission's approval to investigate the possibility of having a ramp constructed in front of the Main Library for the purpose of making the Library accessible to persons confined to wheelchairs. It was moved by Commissioner Callanan, seconded by Commissioner Graves authorizing the Secretary to investigate the possibility of constructing a ramp at the entrance of the Main Library.

2. Reported that the Main Library Staff Room has been redecorated with the addition of food vending machines.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. In the absence of Mr. Bowles, Commissioner Stern reported on the successful sale of the Grabhorn book published by the Friends of the San Francisco Public Library, authored by Dr. James D. Hart, former Chairman of the English Department, University of California, presently Director-appointee of the Bancroft Library.

2. Friends of the Library extended an open invitation to the Commission and Staff for membership in their organization.

3. Friends of the Public Library of Los Angeles County have contacted the San Francisco Public Library Friends requesting information and guidance for successful programs as underlined by the San Francisco Friends during the past year. Commissioner Stern stressed the importance of service rendered to the community by the Friends of the San Francisco Public Library.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

1. Commissioner Malone reported that the Glen Park relocation has been completed and the Library is open to serve the public.

2. Commissioner Malone asked the Secretary to please report on the Ocean View community request to relocate the Ocean View branch. The Secretary reported that Reverend Elmore Giles of the Pilgrim Community Church has requested the Library Commission to investigate the relocation of the Ocean View branch from 111 Broad Street to 333 Randolph Street. The request has been taken under consideration by the Administration. The San Francisco Real Estate Department has been asked to investigate and renegotiate for a LOWER rental fee at 333 Randolph Street. It was pointed out that the proposed location is only about one half the space needed.

PUBLIC RELATIONS, BOOKS ART COMMITTEE
COMMISSIONER MOHR

1. Commissioner Mohr called the Commission's attention to the Public Relations Activity Report for the month of November.

2. Displayed for the Commission's viewing and information the Children's Services Activity Calendar for the month of December. It was moved by Commissioner Mohr, seconded by Commissioner Callanan, and unanimously approved that the Public Relations Activity Report for the month of November be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

1. It was moved by Commissioner Graves, seconded by Commissioner Malone that the expenditures in the amount of $1,997.53 for the purchase of books from the Fuhrman fund for the month of November be approved. Motion carried.

2. It was moved by Commissioner Graves, seconded by Commissioner Malone and unanimously approved that the following resolution be adopted:

RESOLUTION #458

RESOLVED, That Mr. John F. Anderson, Miss Effie Lee Morris, Mr. George Alfred, and Miss Jane Botham be authorized to attend the Mid-Winter Conference of the American Library Association to be held in Chicago, Ill., Jan. 18-24, 1970; expenses to be paid out of the budget as travel funds permit.

3. It was moved by Commissioner Graves, seconded by Commissioner Mohr and unanimously approved that the following resolution be adopted:

RESOLUTION #460

RESOLVED, That Miss Anne Kincaid be authorized to attend the Mid-Winter Conference of the American Library Association to be held in Chicago, Ill., January 18-24, 1970; expenses to be paid out of Bay Area Reference Center funds.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Mohr, and unanimously approved that the following resolution be adopted:

RESOLUTION #459

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(Attached to minutes)

Commissioner Stern informed the Commission that the National Library Lobby to save Education and Library Funding recently met with President Richard Nixon, with the assistance of Mr. Gerald Ford, U. S. Representative.

Commissioner Stern reviewed a memo from Mrs. Bertha D. Hellum, County Librarian, Contra Costa County, addressed to the California Constitution Revision Commission, subject: Proposed inclusion in the new Constitution of reference to INTERGOVERNMENTAL arrangements for support of public libraries in California.

It was moved by Commissioner Callanan, seconded by Commissioner Malone that Commission forward a resolution expressing regrets and sorrow to the sister of the late Mr. Laurence Clarke, ex-City Librarian.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, January 13, 1970.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

RESOLUTION NO. 459

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1969 be approved:

8202 Watchman

Floyd J. Gaines

1422 Jr. Clerk Typist

Bernard Mercer
Betty Williams
Michael Celia

1424 Clerk Typist

Joan Comstock

3602 Library Page

David Marconi

3630 Librarian

Peggy Burge
Edna Tidwell

1230 Personnel Exam. Aide

Aussieker Melvin

1444 Clerk Stenographer

Eva Murphy

1446 Sr. Clerk Stenographer

Mary P. Harber

7426 Elevator Operator

Joseph Ressemann

3602 Page PTAN

Kirven Blaylock John Wong
Tim Chin Florence Musaffi
Linda Wong
Alice M. Waller

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist

Joan Comstock

3602 Page PTAN

Harold Byrd Nathaniel Karneh

COMMISSION MEETING

January 14, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, January 14, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 2:00 PM by President Lisle. On roll call, the following were noted present: Commissioners Callanan, Day, Graves, Lisle, Malone and Stern.

It was moved by Commissioner Callanan and seconded by Commissioner Day that the minutes of the December meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

Mr. Anderson reported on his recent trip in connection with the libraries feasibility study. He was accompanied by Mr. Martelle, Assistant City Librarian, and staff members of the Arthur D. Little, Inc. Libraries were visited and library leaders were interviewed in New York City, Washington, and Detroit. Library visits included the following: New York Public Library; Brooklyn Public Library; Queensborough; Washington, D. C. Public Library; National Library of Medicine; National Library of Agriculture; Federal City College Library; Detroit Public Library; and Wayne County Federated Library System.

An extensive interview was held with Dr. Lowell Martin of Columbia University in regard to his experiences as one of the leading public library planners. Mr. Anderson reported that he and Mr. Martelle received several valuable suggestions that can and will be applied to to our own system in the immediate future. Both Mr. Anderson and Mr. Martelle were enthusiastic about results and benefits obtained from this trip.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

Upon the request of Mr. George Alfred, Head Librarian at Waden Branch and a member of the Hunter's Point Model Cities Commission, resolution #471 was presented by Mr. Martelle.

It was moved by Commissioner Malone, seconded by Commissioner Stern that the following resolution be adopted:

RESOLUTION #471

WHEREAS, the San Francisco Public Library is desirous of initiating a multi-media bookmobile service to the Hunter's Point-Bayview district through the impetus and with the endorsement of the Hunter's Point-Bayview Model Neighborhood Agency, and,

WHEREAS, with the limited success of the present bookmobile service to this area, we wish to extend a full program of quality service, so that therefore be it,

RESOLVED, that the San Francisco Public Library be authorized to make application for federal funding under appropriate legislation for the purpose of financing more experimental programs and that the City Librarian be designated as the Officer of the City and County of San Francisco authorized to act in its behalf.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

No report presented at this time.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Preparations are under way for National Library Week.

2. The 1970 book sale sponsored by the Friends of the Library will be held April 11 to April 13 at the Veteran's Memorial Building.

3. Friends have contributed $225 for this year's Negro History Week program.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

No report presented at this time.

PUBLIC RELATIONS, BOOKS ART COMMITTEE

No report presented at this time.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

1. Commissioner Callanan outlined the following $821,023 increase over the current budget:

STAFF - PUBLIC SERVICES AND MANAGEMENT	$287,332
TECHNICAL SERVICES OPERATION	95,428
LIBRARY RESOURCES	184,100
MISCELLANEOUS AND SPECIAL CONSIDERATIONS	139,903
BASIC PROGRAM INCREASES	114,260
TOTAL	$821,023

2. It was moved by Commissioner Callanan, seconded by Commissioner Graves and unanimously approved that the 1970/71 budget proposal be approved in the amount of $5,270,028 as presented by the City Librarian.

3. It was moved by Commissioner Graves, seconded by Commissioner Callanan that the expenditures in the amount of $1,241.34 for the purchase of books from the Fuhrman fund for the month of December be approved. Motion carried.

RESOLUTION #463

RESOLVED, that the Library Commission hereby authorizes payment not to exceed $47 to be paid out of Bay Area Reference Center funds to Mr. Gilbert McNamee, Assistant Project Director, for attendance at the Black Gold Cooperative Library System Reference Workshop that was held at the Santa Barbara Public Library, January 13, 1970.

4. It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously approved that the following resolution by adopted:

RESOLUTION #464

WHEREAS, the San Francisco Public Library was authorized in July, 1967, to embark upon a two-year reference demonstration project with the North Bay Cooperative Library System, and,

WHEREAS, the experiment was authorized to be extended beyond its termination date of June, 1969, for a twelve month period, and,

WHEREAS, this experiment has been successful and the San Francisco Public Library and the North Bay Cooperative Library desires to continue the project beyond its revised termination date of June 30, 1970; now, therefore be it,

RESOLVED, that the San Francisco Public Library be authorized to apply to the California State Library for funds to finance continuation of this or related projects at no cost to the City and County of San Francisco and that, if funds be granted for this purpose, the City Librarian be authorized to accept such funds.

5. It was moved by Commissioner Graves, seconded by Commissioner Malone and unanimously approved that the following resolution be adopted:

RESOLUTION #467

RESOLVED, that reimbursement be authorized for fourteen San Francisco Public Library staff members to attend the lecture series, "Mechanized Products for the Unmechanized Library," from January 20 to March 10, 1970, sponsored by the Special Libraries Association with expenses to be paid out of the regular budget as travel funds permit. In addition, be it resolved that two staff members be authorized to attend this lecture series with expenses to be paid out of Bay Area Reference funds.

6. It was moved by Commissioner Graves, seconded by Commissioner Malone and unanimously approved that the following resolution be adopted:

RESOLUTION #468

RESOLVED, that reimbursement be authorized to Florence Mitchell for $45.00 for registration expenses at the National Conference for UNESCO at the St. Francis Hotel in San Francisco on November 23-25, 1969, with expenses to be paid out of regular budget as travel funds permit.

7. It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #469

RESOLVED, that reimbursement be authorized to the City Librarian, Personnel Officer, and one other staff member to be designated by the City Librarian for expenses to be incurred while conducting recruiting interviews at library schools in Seattle, Washington and Eugene, Oregon on January 29 and 30, 1970 and in Los Angeles, California on March 4 and 5, 1970, these expenses to be paid out of the regular budget as travel funds permit.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #465

Approval, non-Civil Service, temporary, and re-certification of temporary appointments.

(Attached to minutes)

2. It was moved by Commissioner Callanan, seconded by Commissioner Graves and unanimously approved by acclamation that the following resolution be adopted:

RESOLUTION #466

WHEREAS, Mrs. Lucile V. Mohr has served the citizens of the City and County of San Francisco with loyalty and dedication as a member of the Public Library Commission for the past twenty-six years and,

WHEREAS, Commissioner Mohr has devoted her energy, vitality, and intelligence to the advancement of cultural and eudcational activities of this, our city of St. Francis, and,

WHEREAS, Mrs. Mohr has twice been selected by her peers to serve as President of the Public Library Commission and thereby serving as an ex-officio member of the San Francisco Art Commission, she has won the admiration of people in all walks of life in our community, and,

WHEREAS, Commissioner Mohr, during her extensive period of public service, has promoted the concept of bringing library service to the neighborhoods through the establishment of more modern branches, and,

WHEREAS, Lucile V. Mohr has extended the influence of the San Francisco Public Library by serving as President of the California Library Trustees Association and various offices in the American Library Trustees Association and has advanced such activities as National Library Week from its original founding in her native city, and,

WHEREAS, citizens of all ages, races, and creeds of the city and county have benefitted, for more than a generation, from Commissioner Mohr's extraordinary talents and abilities, and above all, from her love of books and the San Francisco Public Library, now, therefore be it

RESOLVED, that the San Francisco Public Library Commission does hereby extend to Commissioner Lucile V. Mohr, its heartfelt appreciation for her magnificent contribution to the betterment of our beloved city and wish her the best of health and happiness in the many years that lie ahead.

In behalf of the Library Commission, Commissioner Lisle presented Commissioner Mohr with a silver bowl expressing appreciation for her twenty-six years of devoted service to the library.

Gifts were also presented by Mr. Henry M. Bowles in behalf of the Friends of the Library.

Miss Effie Lee Morris presented gifts in behalf of the Children's Services Department.

Commissioner Mohr outlined her twenty-six years of service highlighting her philosophy and experience on the Library Commission emphasizing that her greatest efforts have been directed towards her interests of bringing people and books together.

President Lisle announced that following the commission meeting, a reception would be held in honor of Commission Mohr in the Rare Books Room.

Commissioner Stern informed the commission of the proposed cuts that are being discussed by the Nixon Administration under the LSCA Title I and Title II. Cuts in this appropriation can and will be very detrimental to the San Francisco Public Library, especially to our Bay Area Reference Center project. After discussion it was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be approved and forwarded to President Nixon with copies to Senators Alan Cranston, George L. Murphy, Congressman William S. Mailliard and Congressman Phillip Burton:

RESOLUTION #470

RESOLVED, that the San Francisco Public Library Commission does hereby state its opposition to the proposed reduction in funding of library programs under LSCA Title I and Title II which fund the Bay Area Reference Center and Library Construction respectively and urges that these programs be adequately funded to insure the continuation of crucial library services.

Commissioner Stern presented to the commission the original publisher's manuscript, "The Other San Francisco" by David F. Selvin as a gift to the San Francisco Public Library.

COMMUNICATIONS

FROM: Mayor Joseph L. Alioto requesting the commission reevaluate decreased hours at the Chinatown Branch.

FROM: Teachers at Samuel Compers High School and from the Association of Chinese Teachers requesting reevaluation of decreased hours at the Chinatown Branch.

President Lisle requested the City Librarian investigate and evaluate present hours at the Chinatown Branch, and upon completion of such an evaluation, that a report be presented for discussion and recommendation during the February commission meeting.

There being no further business to come before the commission, the meeting was declared adjourned until 3:30 PM, Tuesday, February 3, 1970.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

Jan. 14, 1970

RESOLUTION NO. 465

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1969 be approved:

1424 Clerk Typist

Lorraine Johnson

1422 Jr. Clerk Typist

Tillie Lew
Tammy Lewis

1230 Payroll and Personnel Cl.

Susan Pral

3630 Librarian

Joseph Morehead, Jr.
Joyce Phillips

3602 Page PTAN

Michael Fung
Marie Hom
Phillip Lew
Ernest Roberts

1404 Clerk

Leo Franciskovich

7416 Book Repairer

Lola Jackson

8202 Watchman

James Andro

3602 FT Library Page

Alberta Jackson
Steven Simpson

3602 Page PTAN

Yasunori Takenaka
Arnold Wong
Jack Lew
Russell Zachmeier

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 FT Library Page

Mike Huvane

3602 Page PTAN

Donald Lam
Suzanne Gilbert

3602 Page PTAN

Michael Oliver
Tillie Lew
Russell Yagi
Elaine Wilkes

COMMISSION MEETING

February 3, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 3, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle. On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, Stern, and Tournahu.

President Lisle introduced and welcomed the newly appointed Commissioners, Rev. Timothy L. McDonnell and Mrs. Evelyn Tournahu, on their appointment to the Library Commission.

It was moved by Commissioner Malone and seconded by Commissioner Stern that the minutes of the January meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance.

PRESENTATION OF GIFTS TO THE LIBRARY

Mr. Robert H. Steele, President of the "Scowerers and Molly Maguires", presented a collection entitled "The Scowerers' Collection of the Sherlockiana" to the Library Commission. This is regarded as one of the finest collections of Sherlock Holmes in the country.

Mr. Pramadray J. Bhatt, representing the Ghandi Centennial Indian Foundation, presented to the Library Commission a collection of books from the Ghandi Centennial Collection which represents over five hundred (500) books.

Commissioner Stern presented two books on behalf of Mr. John J. Newbegin. The two books were:

1. Silver Stars and other Poems by Clare Shipman, and

2. Little Literary Lights by Augustin S. MacDonald

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that seven hundred and fifty copies of "The Chinese in California" a brief bibliographic history by Gladys C. Hansen and William F. Heintz has been published by Richard Abel and Company. Royalties from the sale of these books will be donated to the Library.

2. Reported on his recent trip to the Universities of Washington and Oregon. He was accompanied by Mr. David Murphy, Personnel Officer. They spoke to the Directors of Library Schools at both institutions concerning the internship programs,trends and needs for community libraries along with interviewing candidates for positions at the library.

3. Reported that President Nixon's veto of the Health, Education, and Welfare Bill will directly affect the San Francisco Bay Area Reference Center. The veto will cut funds for the reference work being done in the North Bay operation.

4. Presented to the Commission a copy of the reply to the 1969 Grand Jury Report on the library for Mayor Joseph L. Alioto.

5. Reported that the Arthur D. Little study is in progress. Each of the Commissioners will be notified for a personal interview in relation to the study.

6. Reported that in conjunction with Negro History Week, the library will sponsor a movie entitled "The Dutchman" by Leroi Jones for public viewing at five branches and the Main Library.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. H AROLD D. MARTELLE

Extended an invitation to the Library Commission to attend the reception at the Chinatown Branch on February 11, for the purpose of introducing a new collection of more than 500 books in the Chinese language for both children and adults. The material was selected by a committee of Chinese citizens in conjunction with our librarians with a view toward general usage by the community as the collection contains both popular reading and the classics.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

1. Reported that a new floor was installed in the Chinatown Branch. Future plans call for installation of new formica tops for the reading tables.

2. Informed the Commission that the library has received $494.10 from BARTD for relocation of the Glen Park Branch Library. Approximately half of this amount will be used to purchase a new stove for the Main Library Staff Room.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. The King Collection is coming along quite well. The Friends are eagerly awaiting its completion.

2. Friends of the Library will hold a Poetry Festival during National Library Week for the youngsters of the San Francisco Schools.

3. A 12 to 15 minute film aimed at reaching the non-library user is being funded by the Friends and will be previewed in the very near future. Seats for the preview will be on an invitational basis.

4. The Friends presented a book to Mr. John F. Anderson entitled "Tribute to Edwin Grabhorn and the Grabhorn Press" by James D. Hart.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Commissioner Malone asked the Secretary to report on the relocation of the Ocean View Branch Library. Mr. Figone reported that he, Mrs. Moses, and a member from the Real Estate Department investigated the possibility of relocating the branch to 333 Randolph Street. The following reasons were stated for the disapproval of this new location:

a. The library would need approximately 2,000 square feet. The proposed relocation site has approximately 1,200 square feet.

b. Remodeling costs for 3 stores would be too costly since one of the stores presently is being used as a laundromat.

c. Rent is too high. (Increase of $275 per month.)

d. No toilet facilities available in any of the 3 stores.

Mr. Figone, Commission Secretary, and Mrs. Moses, Chief of Branches, will continue to work in this area for a new site for Ocean View Branch.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations' Activities Report for the month of January.

It was moved by Commissioner Stern, seconded by Commissioner Callanan, and unanimously approved that the report of the Public Relations, Books, and Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

1. It was moved by Commissioner Day and seconded by Commissioner Malone that the expenditures in the amount of $5,178.99 from the Fuhrman Fund for the purchase of books for the month of January be approved. Motion carried.

2. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #472

RESOLVED, that Linda Crismond be authorized to attend "The Role of the Computer in Information Retrieval" institute in San Francisco on March 25, 1970, the $60 fee to be paid out of State funds as travel funds permit.

3. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #473

RESOLVED, that Dawn Panasenko, Administrative Assistant to the Chief of Branches, be authorized to attend the "Public Library Service to the Inner City" institute sponsored by the Graduate School of Library Science, University of Illinois, in Urbana, Illinois, March 15-20, 1970; with transportation to be paid out of the State funds as travel funds permit.

4. It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #475

RESOLVED, that Ruth Stevenson and Gilbert McNamee be authorized to attend the "Archival Symposium" sponsored by the "National Archives and Records Service of the General Services Administration" to be held in San Francisco, February 27-28, 1970; the $10 fee for Mrs. Stevenson to be paid out of the State funds as travel funds permit and $10 fee for Mr. McNamee to be paid out of Bay Area Reference Center Funds.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #474

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

Commissioner Malone moved there be discussion on possibility of extending the hours at the Chinatown Branch.

Mr. Harold Fong, President of San Francisco Lodge of the Chinese American Citizens Alliance, spoke on behalf of the people of Chinatown. He requested the Library Commission to extend the present hours at the Chinatown Branch. The San Francisco Lodge of C.A.C.A. believes that the curtailment of library hours at this particular branch will have undesirable effects on Chinatown youths.

It is further believed that the availability of library facilities in Chinatown should be expanded rather than diminished as the population in Chinatown has increased tremendously, thereby resulting in a greater demand for the use of available facilities for studies and research. They, therefore, requested that the Commission take appropriate action to extend the open hours of the Chinatown Branch Library to 10:00 PM from Monday through Friday in order to fulfill the needs of Chinatown.

Mr. Ted Wong, President of the Association of Chinese Teachers, spoke on behalf of the students of Marina Junior High School about the great need to extend the existing hours of the Chinatown Branch Library. Mr. John F. Anderson asked if he had investigated the possibility of having the Board of Education extend the school library hours. Mr. Wong replied that this matter had been discussed with the school principal but was rejected for lack of funds.

Mr. Anderson recommended that the Library Commission open the Chinatown Branch Library on Monday until 9:00 PM. He informed the Commission that he has assigned a Chinese-speaking librarian to the Chinatown Branch. Also, plans are underway to convert the first floor of the Chinatown Branch into a Community Meeting Room. This room might also be used by the students in the Chinatown area.

Commissioner Malone requested the Library Administrators to call a meeting of all interested parties in the Chinatown area in order to try and reach a mutual agreeable program for all concerned.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the hours at the Chinatown Branch be extended on Monday evenings. Motion carried.

It was moved by Commissioner Callahan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #476

WHEREAS, Garland Graves has served as a member of the San Francisco Public Library Commission with dedication and distinction for six years, and

WHEREAS, Commissioner Graves has devoted his time and energy to the formulation of annual budgets and reviewed the expenditures of the public library, and

WHEREAS, Commissioner Graves has won the respect and admiration of his fellow Board members, library staff, and administration, as well as the general public, and

WHEREAS, Commissioner Graves is recognized as an outstanding public servant as a member of the Board of Directors of the Bay Area Rapid Transit District, and

WHEREAS, Commissioner Graves has served honorably and well under appointment from Mayor John F. Shelley and Mayor Joseph L. Alioto, therefore, be it

RESOLVED, that the Library Commission of the City and County of San Francisco does hereby extend the appreciation of all the citizens of San Francisco to Commissioner Graves and express its own sentiments of regards and respects to him with the further expression that he will be missed by his colleagues.

It was moved by Commissioner Stern, seconded by Commissioner Callanan, and unanimously approved that the following resolution be adopted:

RESOLUTION #477

WHEREAS, Avis Stopple has resigned after seven years of devoted service to the San Francisco Public Library as the Chief of the Main Library, and

WHEREAS, this library has greatly benefited from her many important contributions, her gracious intelligence, and energetic service, and

WHEREAS, Avis Stopple has been a strong force in arranging many effective exhibits and cultural programs at the Main Library, therefore, be it

RESOLVED, that the Library Commission of the City and County of San Francisco does hereby commend Avis Stopple for dedication and achievement on behalf of this library and the people of San Francisco.

ELECTION OF OFFICERS

President Lisle declared that nominations were in order for Commission officers for the 1970 term.

Commissioner Day nominated Commissioner Lisle for the office of Commission President. The nomination was seconded by Commissioner Malone. Commissioner Stern moved, and Commissioner Callanan seconded that the nominations be closed. Commissioner Lisle was declared elected President by unanimous action.

Commissioner Callanan nominated Commissioner Malone for the office of Commission First Vice-President. The nomination was seconded by Commissioner Day. Commissioner Stern moved and Commissioner McDonnell seconded that the nominations be closed. Commissioner Malone was declared elected First Vice-President by unanimous action.

Commissioner Day nominated Commissioner Stern for the office of Second Vice-President. The nomination was seconded by Commissioner Callanan. Commissioner McDonnell moved and Commissioner Malone seconded that the nominations be closed. Commissioner Stern was declared elected Second Vice-President by unanimous action.

COMMUNICATIONS

FROM: The Honorable William S. Mailliard, Member of Congress, in answer to the Commission's request for the support of the Health, Education, and Welfare Bill for the fiscal year 1970:

> "After careful consideration, I voted to sustain the veto. While the bill contained many programs which I strongly support, there were certain items and spending provisions which would have had adverse effects on our national economy. It is my conviction that a stand must be taken against inflation, and I feel confident that a healthy compromise on the appropriations measure can be developed."

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, March 3, 1970.

Respectfully submitted,

Robert R. Figone, Secretary
San Francisco Public Library Commission

Feb. 3, 1970

RESOLUTION NO. 474

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1970 be approved:

3630 Librarian

Joseph Morehead, Jr.
Joyce Phillips
Tonia Coll

1422 Jr. Clerk Typist

Winston Lew

3602 Page FT

Steven Simpson
Diane Shaffer

3602 Page PTAN

Kathleen Ng
Ty Ding
Donna Soon

1230 Personnel Exam. Aide

Susan Pral

1444 Clerk Stenographer

Claire Jaubert

8202 Watchman

Robert Garay

3602 Page PTAN

Luis Robles
Philip Rossi
Gail T. Ohashi
Norman Meunier
Carolyn Chee
Catherine Allair

AND FURTHER that the following resignations of non-Civil service, part-time and temporary positions be accepted:

3630 Librarian

Peggy Burge

3602 Page PTAN

Alfred Peyton, Jr.
Manuel Gabac

3602 Page PTAN

Edward Olson
Kathleen Polidori
Neva Lee
Arnold Wong

COMMISSION MEETING

March 3, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 3, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle. On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, Stern, and Tournahu.

Commissioner Stern noted that two books were presented to the library on behalf of Mr. John J. Newbegin who is now deceased. The minutes of the March meeting were approved as corrected. There being no further objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance.

APPOINTMENTS OF CHAIRMEN
FOR
STANDING COMMISSION COMMITTEES

The following appointments of chairmen were made by President Lisle:

Commissioner Malone was reappointed as Chairman of the Building Development, Main Library Committee.

Commissioner Stern was appointed as the Chairman of the Public Relations Committee.

Commissioner Day was appointed as the Chairman of the Finance, Audit, and Budget Committee.

Commissioner Callanan was appointed as the Chairman of the Administration and Personnel Committee.

Commissioner Tournahu was appointed Liaison to the Friends of the Public Library.

Commissioner McDonnell was appointed Representative to the EOC.

There being no objection to appointments, motion was passed.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that he and Mr. David Murphy, Personnel Officer, will be leaving today for Los Angeles to recruit potential candidates at UCLA and USC, March 4-5.

2. Reported that he has been asked to be the Main Speaker at the Oklahoma Library Association Conference, April 30-May 2.

3. The Arthur D. Little study is in full process. The self-administered questionnaires have been placed in the Branches and the Main Library . The Main Library questionnaire will be extended for one more week. A balance of $10,000 remains in the Department of Housing and Urban Development contract; part of this amount will be spent for a public presentation on the findings of the Arthur D. Little study with the aid of audio-visual materials and part to employ a panel of experts to review data presented by Arthur D. Little, Inc. Dr. Lowell Martin has been asked to make a proposal for such services.

4. Plans are underway for preparing a proposal for the State Library on the continuation of the Bay Area Reference Center project.

5. Favorable evaluation has been given for the library's participation in Negro History Week.

6. Reported that plans are underway for a reorganization in Administrative Personnel. Temporary appointments for Chief of the Main and Coordinator of Adult Services will be announced on Friday, March 6, 1970.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Informed the Commission that Mrs. Dorothy Jackman, Librarian II, will appear before the Retirement Board on March 4 at 2:00 PM for involuntary retirement due to ordinary disability.

2. The reception honoring the publication of the Bibliography of the Chinese in California on February 25 was well attended and a great success. Mrs. Hanson and Mr. Heintz are to be commended for their fine work.

3. A meeting with the Chinese community will be held on Wednesday evening, March 4. The Commission members are invited to attend and a report will be made at the next meeting.

4. On March 18-19, the Assistant City Librarian will be teaching at an institute sponsored by the University of Illinois regarding public library problems in the inner city. Mrs. Dawn Panansenko, Community Spectator, will be a participant at the institute.

5. President Lisle and the Assistant City Librarian met with Mr. Joe Futernich and Mr. Al Matson of the Bookbinders' Union regarding the extension of the current rebinding contract. It was agreed that it was in the best interest of the parties concerned that the contract be extended for 1 year as recommended by the Purchasing Department.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

The Secretary gave the Commissioners an outlined summary of the steps which have been taken for the relocation of the downtown Business Branch. Highlighting the report was the possible relocation site at 530 Kearny Street which is presently leased and unoccupied by Continental Life Insurance Company with an expiration date of August, 1977. Negotiations are underway by the Secretary for possible subleasing with the Continental Life Insurance Company. The Secretary also informed the Commission that Milton Meyer Real Estate Company and the City's Real Estate Department are assisting in the possible relocation at 530 Kearny Street. It was moved by Commissioner Tournahu and seconded by Commissioner Malone that the Secretary be granted approval to negotiate for the proposed site at 530 Kearny Street. Motion carried.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Plans and community meetings are underway for National Library Week.

2. This year's book sale will be held in the Veteran's War Memorial Building, April 11-13, 1970.

3. The 12 to 15 minute film aimed at reaching the non-library user will be ready for preview by the Commission and Staff during National Library Week.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Reported by the Commission Secretary, Mr. Figone.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations' Activities Report for the month of February.

It was moved by Commissioner Stern, seconded by Commissioner Day and unanimously approved that the report of the Public Relations, Books, and Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

1. It was moved by Commissioner Day and seconded by Commissioner Callanan that the expenditures in the amount of $1,305.49 from the Fuhrman Fund for the purchase of books for the month of February be approved. Motion carried.

2. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #478

RESOLVED, that the Library Commission hereby authorizes the attendance and reimbursement of 20 Children's Librarians in the amount of $8.00 per person for registration fees for the Association of Children's Librarians Institute entitled Focus on La Raza on March 12, 1970, in Berkeley; not to exceed $160.00 to be paid out of State funds as travel funds permit.

3. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #479

RESOLVED, that the Library Commission hereby authorizes the reimbursement of Mr. Roberto Esteves, Librarian I, for travel expenses resulting from his attendance at the Government Documents course at the University of California in Berkeley, October 8 to December 19, 1969. Total amount of $45.00 to be paid out of State funds as travel funds permit.

4. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #481

RESOLVED, that the Library Commission hereby authorizes the City Librarian to approve payment of monthly bills submitted by Arthur D. Little, Inc., for professional services and expenses as per its contract with the Library.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #479

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNICATIONS

FROM: The Honorable Phillip Burton, Member of Congress, in answer to the Commission's request for the support of the Health, Education, and Welfare Bill for the fiscal year 1970:

> "As one who is vitally concerned with health programs affected by the veto, I voted to override his veto, and you may be assured I will continue to exert every effort to provide adequate funding for these vital programs."

FROM: The Honorable Alan Cranston, United States Senate, in answer to the Commission's request for the support of the Health, Education, and Welfare Bill for the fiscal year 1970:

> "Having followed both the bill and veto message closely, I remain convinced that the funds provided in the bill continue to be urgently needed and that none of the reqsons which the President gave justified either the veto or a reduction in funds. On January 27, I spoke out against the veto.

FROM: O. Galeno, Principal, E. R. Taylor School, commending Miss Alice Jacobs, Librarian, for a job well done in serving the community and the children of the Portola district.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, April 7, 1970.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

RESOLUTION NO. 479

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1970 be approved:

3610 Library Assistant

Janet Molina

2702 Janitress

Vennie Forks

1422 Jr. Clerk Typist

Lorraine Joe

1230 Payroll and Personnel Clerk

Wanda J. Azhelm

3602 Page PTAN

William Chow
Walter Lim
Thomas Moore
Gladys Chaw
Russell Zachmeyer
Joseph DeSimone
Kenna Canfield, Jr.
John Grace
Hector Zavala
Larry Lowell

3630 Librarian I

Bonnie Thoreen

8202 Watchman

Theodore R. Langlais

2714 Janitor

Wilbert Mack

1230 Payroll and Personnel Clerk

John S. Breed

3602 Page PTAN

Nicholas Recostodio
Mitchell Lim
Claudio Lopez
John Madatian
Gary Ma
Albert Lee
Francine Ferrero
David Hom
James M. Berg

AND FURTHER that the following resignations of non-Civil service, part-time and temporary positions be accepted:

3602 Library Page

Edwin Crawford
William Banks
Alice Waller
Winston Fong
John Garibaldi
Alvin Gee
Cynthia Chinn
Jack Tom

3602 Page PTAN

Alfred N. Castro
Betty Mitchell
William Tom
Stephen Ng
Lorraine Joe
Yasonuro Takaneka
Ronald Davis

COMMISSION MEETING

April 8, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, April 8, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle. On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, and Tournahu. Absent: Commissioners Day and Stern.

Mr. Belch welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that he attended a meeting with the State Librarian and members of the South Center Library. The State Librarian is encouraging the San Francisco Public Library to make application to the State Library for funds to intensify its work with senior citizens in the downtown and the South of Market area. Before such a proposal is presented, details of responsibility must be worked out.

2. The Arthur D. Little staff is preparing a progress report and analysis of up-to-date information that will be presented to the Commission during the month of May. The second phase will be dealing with a questionnaire for staff response. The third phase of the Arthur D. Little market research will be an in depth interview with 500 patrons. The City Librarian requested the Library Commission to delay its decision to employ Dr. Lowell Martin as a consultant to the Arthur D. Little study. The Department of Housing and Urban Development requested that the Library postpone its contract until a later date.

3. Informed the Commission that the Anna E. Waden Branch designed by John Bolles, has been given an award of merit by the American Institute of Architects, the American Library Association, and the National Book Committee. Competition on library design is held every two years. A special display is being prepared by the architect and will be reviewed at the national conference of the American Institute of Architects and the American Library Association. Commissioner Callanan asked the Secretary to make arrangements for a press conference in the Mayor's office on Thursday, April 16, 1970, at 10:00 AM for presentation of the award.

4. The San Francisco Public Library proposal to the Hunters Point-Bayview Model Neighborhood Agency for a Supplemental Grant activity to fund additional library service is presently being reviewed. Details of such a proposal will be reported during the May meeting.

5. Reported that the Executive Committee of the Friends requested that the City Librarian submit a want-list of items for consideration by the Friends of the Library for future funding. The want-list emphasized the need for audio-visual equipment.

6. Activities and programs for National Library Week have been prepared. Highlighting such activities will be a premiere of a film entitled Library which has been funded by the Friends of the Library.

7. Reported that the Mayor recommended, to the Board of Supervisors, a library budget of $4,517,640 or $68,635 increase. Of this $15,000 is for equipment and $10,000 additional page money.

8. Informed the Commission of the library budget hearing before the Board's Finance Committee to be held on April 28, 1970.

9. Introduced Miss Anne Kincaid, Coordinator, Adult Services; Mrs. Karen Scannell, Chief of the Main; and Mr. William Ramirez, Director, BARC project.

10. Miss Effie Lee Morris, Coordinator of Children's Services, introduced for the Commission's review the National Gallery of Art plaques purchased by the Children's Services for circulation from the Main Children's Room.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Informed the Commission that services for senior citizens living in the South of Market area have been increased with the cooperation of Mrs. Dawn Panasenko.

2. Despite the Neighborhood Youth Corps cut in finances, the library program will not be cut. The total number employed for summer will be between 75 and 90 working a total of 26 hours per week.

3. Introduced for the Commission's approval a change in the Business Branch hours. Present hours: 8:30 AM - 6:00 PM. Proposed hours for approval: 9:00 AM - 5:30 PM. Stated the main reason for the change is to allow Business Branch staff time to open and distribute magazines and newspapers. After much discussion, it was moved by Commissioner Callanan that the Business Branch open at 9:00 AM and close at 6:00 PM. Seconded by Commissioner Malone and unanimously approved.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

Lowest bid for the moving of the Business Branch Library was submitted by Lynch and Company in the amount of $2,300. Proposed moving date will be approximately May 1, 1970.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Reported that he spoke at a general meeting called by Mayor Alioto concerning the 1970/71 budget and that Friends will continue to lobby on behalf of the library budget.

2. Invited the Commission to the premiere of the new film, Library to be held on Sunday, April 12, 1970, 8:00 PM - 10:00 PM in the Main Library.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Proposed Diamond Heights library site: Mr. Burkham, representing the Diamond Heights Association, requested the Library Commission to reconsider construction of a library in the Diamond Heights area. Commissioner Malone welcomed Mr. Burkham to the Commission meeting and thanked him for his interest. Commissioner Malone related that he was the Chairman of the Committee investigating the possibility of building a branch library in the Diamond Heights area in 1966. Findings, at that time, revealed that the Committee had voted unanimously to drop, from their calendar, any further consideration of the Diamond Heights Library. Due to a renewed interest expressed by the community, Commissioner Malone asked Mr. Burkham to meet with the City Librarian and report back his findings to the Commission.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

In the absence of Chairman Stern, Commissioner McDonnell called the Commission's attention to the Public Relations' Activities Report for the month of March.

It was moved by Commissioner McDonnell, seconded by Commissioner Callanan, and unanimously approved that the report of the Public Relations, Books, and Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the expenditures in the amount of $2,427.75 from the Fuhrman fund for the purchase of books for the month of March be approved.

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #482

RESOLVED, that the Library Commission hereby authorizes the attendance of five Children's Librarians to the Books and Authors' luncheon sponsored by the Santa Clara County Free Library on April 16, 1970 in Los Altos, California. Reimbursement of $3.75 per person to be paid out of state funds.

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #483

RESOLVED, that the Library Commission hereby authorizes the attendance and reimbursement of Effie Lee Morris, Coordinator of Children's Services, to the Title II, Phase II Library Projects Workshop in Sacramento, California on April 22 - 23, 1970. Reimbursement for expenses not to exceed $65.00 to be paid out of state funds.

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #485

RESOLVED, that the Library Commission hereby authorizes the City Librarian to apply for and accept LSCA funds; said funds to be used for an experimental project in the South of Market area. Application to be made through State Library at no cost to the City and County of San Francisco.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #484

Approval of non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, May 5, 1970.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
Library Commission

RESOLUTION NO. 484

RESOLVED, that the following non-Civil Service, temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1970 be approved:

1422 Jr. Clerk Typist

Karen Miller
Carol Gin

1424 Clerk Typist

Hugh Gunther

3602 Library Page

Kent Middleton
Stephen Brahill
Marilyn Chin
Martha Bergman
James Gibson
Abram Edelson
Steven Randall
Larry Sullivan
Michael Cole
Marilyn Gee
Gail Smallwood

AND FURTHER, that the following resignations of non-Civil Service, part-time, and temporary positions be accepted:

1230 Payroll and Personnel Clerk

John Breed

1422 Jr. Clerk Typist

Winston Lew

1424 Clerk Typist

Ada Douglas
Curtis Lavary
Edward Rehmus

1426 Sr. Clerk Typist

Rita Blohm

3602 Library Page

Kent Middleton
Giles Bixler
Robert Lee

COMMISSION MEETING

May 5, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, May 5, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle. On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, and Tournahu. Absent: Commissioners McDonnell and Stern.

Mr. Belch welcomed guests and observers in attendance.

It was moved by Commissioner Malone and seconded by Commissioner Callanan that the minutes of the April Commission Meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that National Library Week was well received by the public. Extended congratulations and appreciation to the Library Staff and to the Friends of the Library in assisting with programs during National Library Week.

2. Informed the Commission that Mr. Henry Bowles, President of the Friends of the Library made an excellent presentation of the library budget needs at the public hearing of the Board of Supervisors on April 27, 1970. Also speaking on behalf of the library was a young lady from Opportunity High School in San Francisco who did a fine job of expressing her views for more book funds.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MAPTELLE

1. Reported meetings will again be underway with the Korean Methodist Church in Chinatown for a new multi-use building to be constructed on the Chinatown Library site and the adjacent church site.

2. Informed the Commission that a letter has been directed to Mr. Michael Mann of the San Francisco Redevelopment Agency informing that the Library administration will make no recommendation in regard to the Diamond Heights proposed library until after July 30, 1970 at which time Arthur D. Little, Inc. will have completed their comprehensive study of the San Francisco Public Library.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

The Secretary reported that on Friday, May 1, 1970 at 6:00 PM, the Business Branch of the San Francisco Public Library was moved from its location at 138 Kearny Street to 530 Kearny Street. The move was handled by Lynch & Company for $2,300.

The new rent is $2,315.25 per month for 5,700 square feet of ground floor office space which rental figure is equal to .4125¢ per square foot per month. Negotiations proved to be very successful for the new quarters. Rental includes janitorial service,heat, light, and water. Despite the increase of $102.25 per month, the library department will actually produce a saving of $1,200, electricity; $250, window washing and scavenger service; and $2,520, janitorial, ($210 per month, part-time) or a total of $3,970 per year for the City and County of San Francisco.

The library department has the right to extend this lease from year to year for a total period of seven years at an annual rental of $28,215 per year with a 5% tax escalation clause included.

The Secretary thanked Miss Harriet Collopy, Head Librarian of the Business Branch and her Staff, the Engineer's Department, and the Janitorial Department for their excellent cooperation in making this move a successful one.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

Due to a prior business meeting, President Bowles was unable to attend today's meeting. His report was directed to the Commission by mail.

1. On Monday, April 27, a group of Friends spoke before the Supervisors on behalf of the Library budget.

2. We consider National Library Week to have been a great success this year. Our book sale proceeds net of all costs were $11,688.30 which is the highest ever, surpassing last year by 15%. We are studying various projects suggested by the City Librarian for the possible use of these funds including materials for audio-visual type programs and the purchase of a bookmobile of the type used in Berkeley and known as "Media-Machines". We intend to favor this latter proposal particularly if we can get some matching foundation funds. Mr. Anderson has agreed to obtain estimates following which he and I intend to see Mr. John May of the San Francisco Foundation about obtaining additional financial support.

ARTHUR D. LITTLE REPORT

Arthur D. Little, Inc. gave a progress report to the Library Commission on the HUD feasibility study for the Main Library. The following members of the study team were present for the presentation: Walter Curley, Richard Lynn, David Hoffman, and Roger Malek. Mr. Malek discussed the progress of the study to date, provided the Commission with a revised study schedule, gave a preliminary report on the questionnaire survey of systemwide library users and a preliminary report on library needs of city agencies. Mr. Curley discussed the San Francisco Public Library in relationship to the Library plan and the college libraries located in San Francisco, discussed existing library operations and technological innovations. Mr. Lynn discussed alternative approaches for financing a new library building.

The following statistical summaries of the questionnaire survey were distributed to the Commission:

1) Summary of Library Use Patterns.

2) Occupation of Respondent Users by Neighborhood Area.

3) Comparison of Demographic Characteristics between Neighborhood Areas and Branch Libraries.

4) Summaries of the Respondents' Manner of Use, Use of Types of Services, Types of Materials.

5) Summary of Comments about the Main Library and Verbatim Comments about the Main and Branch Libraries.

Based on the analysis of the questionnaire survey of systemwide users, an emerging conclusion of the study indicates that the Main Library has a strong role in the San Francisco Public Library system. Existing patterns of use indicate that even in the outer neighborhoods to the south and west there are significant percentage of users who mostly use the Main Library. The systemwide user is not a separate user of either the Main or the Branch, approximately 90% of the users use both the Main and Branch library, with varying degrees of frequency.

Access to the Main Library and Branches is good. Of the people who mostly use the Main Library 36% walk, 30% drive and 34% use public transportation. Of the people who mostly use the Branch closest to their home, 61% walk, 31% drive, and 8% use public transportation. The ALA standard for access to a library within the system is 15 minutes travel time by any mode. Of the people who mostly use the Branch closest to their home, 89% of those who walk are within a 15 minute walk, 92% of the people who drive are within a 15 minute drive, and 65% of those who use public transportation are within 15 minutes of their destination. The Main Library is also highly accessible. Of those who mostly use the Main Library, 77% are within 30 minutes.

Because of the compactness of the city and ease of access, the study team did not feel that a decentralization or regionalization of the functions of the Main Library was relevant. The team also indicated that the system probably has as many branches as the city could need, given the access criteria discussed above, and a leveling off of population growth and school enrollments in San Francisco. This does not mean, however, that it might not be necessary to reallocate branch locations and replace obsolete branch libraries.

The role of the Main Library, which is beginning to emerge from the study and is being considered further by the study team, includes the following functions:

1) A regional Research Center, serving its function within the framework of the state library plan, will provide reference services in depth.

2) It will function as the headquarters for the San Francisco system, serving as an area and a research library to that system.

3) It also presently services a branch function, and provision should be made to provide additional facilities to better serve that function.

4) It should probably develop a municipal reference center for use by city government.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Covered under the Secretary's Report.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

In the absence of Commissioner Stern, Commissioner Callanan called the Commission's attention to the Public Relations' Activities Report for the month of April.

It was moved by Commissioner Callanan, seconded by Commissioner Malone and unanimously approved that the report of the Public Relations, Books, and Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Day, seconded by Commissioner Callanan and unanimously approved that the Library's financial statement for the quarter ending March 31, 1970 be approved as submitted.

It was moved by Commissioner Day and seconded by Commissioner Callanan that the expenditures in the amount of $2,502.25 from the Fuhrman fund for the purchase of books for the month of April be approved. Motion carried.

It was moved by Commissioner Day, seconded by Commissioner Malone and unanimously approved that the following resolution be approved:

RESOLUTION #487

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Bay Area Reference Center Director and Gilbert McNamee, Bay Area Reference Center Assistant Director, to the annual American Library Association Conference, Detroit, Michigan, from June 28 - July 3, 1970; their expense to be paid out of Bay Area Reference funds.

It was moved by Commissioner Day, seconded by Commissioner Malone and unanimously approved that the following resolution be approved:

RESOLUTION #488

RESOLVED, that the Library Comaission hereby authorizes the attendance of Mr. John F. Anderson, City Librarian and Harold D. Martelle, Assistant City Librarian to both the annual American Library Association Pre-Conference, Dearborn, Michigan, from June 25 - 27, 1970 and the American Library Association, Detroit, Michigan, from June 28 - July 3, 1970; their expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be approved:

RESOLUTION #489

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris, Coordinator, Children's Services; Anne Kincaid, Coordinator, Adult Services; and George Alfred, Librarian, Waden Branch, to the annual American Library Association Conference, Detroit, Michigan, from June 28 - July 3, 1970; their expenses to be paid out of State funds.

COMMUNICATIONS

Mr. Garth Brown representing the South Center Library, appeared before the Commission to ask about the $10,000 State Library (LSCA Title I) grant. He indicated that the South Center Library should have a portion of this amount. The City Librarian indicated that the South Center Library would be aided by the grant and that he had requested and received $5,000 more than originally suggested by the Assistant State Librarian.

It was moved by Commissioner Callanan, seconded by Commissioner Malone and unanimously approved that the following resolution be approved:

RESOLUTION #428

RESOLVED, that the San Francisco Commission hereby authorizes the City Librarian to accept Library Services Construction Act funds in the amount of $10,000 to be used for an experimental project for the senior citizens in the South of Market area including the South Center Library.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, June 9, 1970.

Respectfully submitted,

Robert R. Figone

ROBERT R. FIGONE
Secretary
San Francisco Public Library Commission

May 5, 1970

RESOLUTION NO. 493

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1970 be approved:

3630 Librarian

Mary L. Linn
Mary Landgraf
Ellen Shatter

1422 Jr. Clerk Typist

Phyllis Kwong

1230 Personnel Exam. Aide

Marion Baxter

1444 Clerk Stenographer

Helen McManis

3602 Page PTAN

William Glennen
Nicholas Poulos
David Chang
David Krstich
Olga Reneff
Kamfong Yu
Joseph J. O'Brien
Juliana Chin
Kenneth Lukasik

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3632 Librarian II

Jane Botham

3630 Librarian PTAN

Mary Landgraf

1444 Clerk Stenographer

Claire Jaubert
Mirl Richardson

1422 Jr. Clerk Typist

Bernard Mercer

3602 Page PTAN

Phyllis Kwong
Millicent March
Gordon Tom Lee
Kevin Shea
Ernest Roberts
Walter Williams
Thomas Moore
Patrick Gomez
Kathleen Ng
Richard Church
Michael Hart
Anna Wong

COMMISSION MEETING

June 9, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, June 9, 1970 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, and Stern. Absent: Commissioners Day, McDonnell, and Tournahu.

It was moved by Commissioner Callanan and seconded by Commissioner Malone that the minutes of the May meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission that he will leave on June 25 to attend the American Library Association pre-conference in Dearborn, Michigan and the American Library Association conference on June 28.

2. Reported that the Bay Area Reference Center contract has been signed and will be forwarded to Sacramento for approval. A meeting has been held with Bay Area library systems for the purpose of studying the possible extension of the Bay Area Reference Center project to outlying communities.

3. Extended an invitation to members of the Commission and staff to attend the Business branch open house on Thursday, June 11 from 5-7 PM.

4. Informed the Commission that Mrs. Karen Scannell, Chief of the Main, is having her staff visit and work in a branch to familiarize them with branch library operations. The Chief of the Main is presently surveying Main Library office usage and space availability.

5. Informed the Commission that a special Arthur D. Little report will be presented to the Commission on June 18 at 3:30 PM. The recent Arthur D. Little community meeting was very poorly attended. The second community meeting will be held on July 14 at 7:30 PM, Main Library, Exhibit Room.

6. Reported to the Commission that the film entitled *Library* will be shown at the American Library Association Conference.

ASSISTANT CITY LIBRARIAN'S REPORT+
MR. HAROLD D. MARTELLE

1. Reported joint meetings have been held between the Library Administration and members of the Korean Methodist Church in Chinatown for the purpose of trying to negotiate for a multi-use building on the Korean Church property and the library property in Chinatown.

2. Informed the Commission that the Chinatown Branch first floor study room is in operation and has been well received by both adults and youths in the Chinatown area.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

The Secretary reported that the Administrative offices and both staff rooms in the Main Library and 45 Hyde Street have been painted. Projects still pending are painting of public areas in the Main Library including the Exhibit Room.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Announced that the Friends have voted to purchase a new multi-media van for the San Francisco Public Library. It was moved by Commissioner Callanan, seconded by Commissioner Malone to unanimously accept in principal the multi-media machine.

2. Reported that the Friends will be selling prints of the film *Library* for $175.00 a copy. Film will be shown at the American Library Association convention in Detroit.

SENIOR CITIZENS PROGRAM

Panel report by Mrs. Mary Moses, Chief of Branches, Mrs. Dawn Panasenko, Community Consultant, and Mr. Gerald Roth, Librarian, Bookmobile on the development of senior citizens programs undertaken by the San Francisco Public Library. The new outreach program will focus its efforts on the elderly in the South of Market area with collection deposits in various downtown hotels and in the downtown Senior Citizens' Center on O'Farrell Street. At the present time, over twenty deposits for collections have been established by Mr. Roth.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of May.

It was moved by Commissioner Stern, seconded by Commissioner Malone and unanimously approved that the report of the Public Relations, Books, and Art Committee be accepted.

Commissioner Stern presented, to the City Librarian, a copy of the *Chinese Cultural Art Treasures* as a gift which she purchased on her recent trip to Japan.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the expenditures in the amount of $377.51 from the Fuhrman fund for the purchase of books for the month of May be approved.

It was moved by Commissioner Stern, seconded by Commissioner Malone,and unanimously approved that the following resolution be adopted:

RESOLUTION #499

RESOLVED, that the Library Commission does hereby authorize the attendance and reimbursement for transportation for Espert Sugg, Librarian, Bernal branch to the University of Pittsburgh Graduate School of Library and Information Sciences Institute, *Floating Librarians in the Underprivileged Community*, to be held July 13-31, 1970 in Pittsburgh, Pennsylvania; transportation expense to be paid out of the regular library travel budget for 1970/71.

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #500

RESOLVED, that the Library Commission does hereby authorize that William L. Ramirez, Director, Bay Area Reference Center be reimbursed in the amount of $4.25 for expenses incurred while attending a one-day training session *FOCUS ON BOSS* in Berkeley, California on June 4, 1970; to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Stern, seconded by Commissioner Callanan, and unanimously approved that the following resolution be adopted:

RESOLUTION #503

RESOLVED, that the Library Commission does hereby authorize the attendance of Effie Lee Morris, Coordinator of Children's Services and Karey Wehner, Children's Librarian, Excelsior branch, to the University of California, Berkeley course, *Excellence in Children's Literature*, July 27-31; their registration expenses to be paid out of the regular library budget as travel funds permit.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be approved:

RESOLUTION #501

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

The following resolution presented on June 18, 1970 by the Secretary of the Library Commission was moved by Commissioner Callanan, seconded by Commissioner Malone and unanimously adopted:

RESOLUTION #502

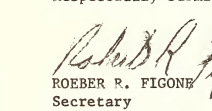
RESOLVED, that the Library Commission does hereby authorize the attendance of Celeste West of the Bay Area Reference Center Staff and editor of *Synergy* at the American Library Association Conference, Detroit, Michigan, from July 1 - July 3, 1970; her expenses to be paid out of Bay Area Reference funds.

COMMUNICATIONS

It was moved by Commissioner Stern, seconded by Commissioner Callanan, and unanimously approved that the Library Commission forward a resolution to Mr. Edward Fundis upon his promotion from the San Francisco Public Library Reproduction Department to head the Reproduction Department at City Hall, extending their appreciation for the fine work and cooperation rendered by him to the San Francisco Public Library.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, August 4, 1970. The Commission will adjourn for the month of July.

Respectfully submitted,



ROEBER R. FIGONE
Secretary
San Francisco Public Library Commission

June 5, 1970

RESOLUTION NO. 501

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1970 be approved:

1422 Jr. Clerk Typist

Nancy Wong

1424 Clerk Typist

Karen Helsel

1446 Sr. Clerk Stenographer

Leonora Robertson

2714 Janitor

James Jones

3602 Page (full time)

Claudio Lopez

3630 Librarian I PTAN

Annemarie Suderman

3630 Librarian I

Sue Campbell

7334 Stationery Engineer (temporary)

Phillip Glares

3602 Page PTAN

David Galioto
John Caton
Steven Simpson
Jeff White
Paul Gonzales
Julie Hom
Garrett Woo
James Coy
Peter Knudsen
Len DellaCella
Pak Gee
Richard Fernandez
Walter Moore
Kenneth Anderson

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist

Patricia Collins
Karen Miller

1424 Clerk Typist

Hugh Gunther

1444 Clerk Stenographer

Kathleen Clancey

3602 Page

Stephen Brohill

3630 Librarian I PTAN

Marilyn Thompson

3630 Librarian I

James Boulton
Mary Kasik

3602 Page PTAN

Raymond Chang
Grace Ho
Terry Moyles
Gail Ohachi
Kenneth Lukasik
Claudio Lopez
Harvey Good
Donald Kafafian
Edmund Chun
Thomas Yee
Nelson Martinez
William Glenner
John Caton
Martha Bergman
Scott Hoffman
Kenneth Wong
Peter Knudsen

JULY 1970

No MEETING

COMMISSION MINUTES

August 4, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, August 4, 1970, in the Commissioners' Room, Main Library

The meeting was called to order at 3:30 p.m. by President Lisle.

On roll call, the following were noted present: Commissioners Lisle, Malone, McDonnell, Stern, and Tournahu. Absent: Commissioners Callanan and Day.

It was moved by Commissioner Malone, seconded by Commissioner McDonnell and unanimously approved the the minutes of the June meeting be approved as submitted. There being no objection, it was so ordered.

Mr. Dean Lipton, Coordinator of the Writer's Workshop requested the Commission's permission to use the Commission Meeting Room on a weekly basis. Mr. John Anderson, City Librarian addressed the Commission making it very clear he had no objection in allowing the Writer's Workshop to use the Library Building but felt that preference to the use of Library Building Rooms should be primarily reserved for library staff programs.

The Library Commission informed Mr. Lipton that the Library Administration would continue to offer library meeting rooms for the use of the Writer's Workshop unless rooms were being used for library programs. Mr. Lipton agreed to these terms and the Library Commission directed Public Information to advise Mr. Lipton of changes in schedules. It was approved that the Writers' Workshop be granted the use of the Exhibit Room, Main Library, Civic Center.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission the Library Administration has met with members of the Chinatown Korean Methodist Church to discuss the possibility of negotiating for a multi-use building on the Korean Church property and the library property in Chinatown.

2. Presented to the Commission the 1970-71 tentative travel allocations.

3. Reported that in the near future the Commission will be given a capital improvement report to review which will be submitted for study by the Capital Improvement Committee in City Hall.

4. Announced to the Commission that a meeting will be held during the month of August with the Mission Coalition to discuss library services in the Mission District.

5. Informed the Commission that the New Careers program has been terminated: no City or Federal money available. Position of Coordinator, New Careers has been terminated.

6. Reported that the Library's new program for Senior Citizens has been received with much appreciation by the community.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MAFTELLE

Excused from meeting.

SECRETARY'S REPORT
MR. ROBERT F. FIGONE

No report for this meeting.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

Informed the Commission that the Friends of the Library have received $10,000 from the Cakes Foundation towards the purchase of a new Media-Mobile. The Friends of the Library will donate the remainder of the cost. Mr. Anderson assured Mr. Bowles that the Secretary of the Commission would investigate procedures for accepting the multi-media machine with the Board of Supervisors.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

No report for this meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the months of June and July.

It was moved by Commissioner Stern, seconded by Commissioner Malone and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Stern, seconded by Commissioner McDonnell that the Library Commission accept a gift in the amount of $500 presented to the Genealogical Department of the San Francisco Public Library by Mrs. Andrew Ross, 209 Skyline Drive, Daly City, California.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be approved:

RESOLUTION #504

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(Attached to minutes)

COMMUNICATIONS

From: Mr. David B. Vaughan, Assistant Secretary-General, Office of General Services, United Nations, expressing sincere appreciation and gratitude to Mr. Figone and the Library Commission for the help and interest extended during the United Nations 25th anniversary.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, September 1, 1970.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

August 4, 1970

RESOLUTION NO. 504

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of June and July, 1970, be approved:

1402 Junior Clerk
Philip Moy
James Pidgeon

1422 Jr. Clerk Typist
Sheila Hawkins
Mary Ann Rogers

1424 Clerk Typist
Julie Costanzo
Barbara Hill
Vincent Jang
Diane Kinsky
Janet McFadden

1444 Clerk Stenographer
Bette Ruiz-Castanet

1760 Offset Machine Operator
Jack Pollard

2714 PT Janitor
William Fitzgerald

2714 FT Janitor
William Fitzgerald
Walter Scales

7426 Elevator Operator
Isagani Manalastas

8202 Guard
Joseph McQueen

3602 PT Page
Raymond Chang
Dorothy Chee
Irene Choy
Harold Elmore
Alfred Fernando
Louise Galindo
Joseph Merritt
Barry Quan
Michael Quan
Elisabeth Reinsch
Patricia A. Sullivan
Gary Trodick
Shirley Visperas
Donald L. Wong
Henry Yee
Annette Young

3602 FT Page
David Caliata
June Gross
Jeffrey White
Hector Lee Zavala

3618 Lib. Tech. Asst.II
James Berg

3630 Librarian I
Deborah Cornue
James Heckel
Annemarie Sudermann
Paul Wang

3630 Librarian I PTAN
Philip Glander
Cheryl de la Mere

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1402 Junior Clerk
Frank Poydras

1422 Jr. Clerk Typist
Jane Johnson
Mary Ann Rogers

1424 Clerk Typist
Jeanne Dasenbrock
Susan Longenecker
Joseph Reed
Noelle Wyser-Pratt

1444 Clerk Stenographer
Eileen Rottschaffer

1446 Sr. Clerk Stenographer
Leonora Robertson

2714 PT Janitor
James Jones

2714 FT Janitor
William Fitzgerald

J-54 Book Repairer
William Vieira

7426 Elevator Operator
Isagani Manalastas

3602 PT Page
James Amara
Tim Chin
Julie Costanzo
Michael Fung
David Gabler
David Gallerani
James Gibson
Larry Giles
Barbara Higgins
Walter Lim
Frank Rodezno
Fred Schmitt
Cynthia Tsang
Don Hall Woo

3602 FT Page
Diana Shaffer

3610 Library Assistant
Lorraine Johnson

3616 Lib. Tech. Asst. I
Fannie Loeserman
Margaret Martin

3618 Lib. Tech. Asst. II
Madeline Prosser

3630 Librarian I
Thomas Alexander
Toinette Baker
James Heckel
Marie Reinhart

3630 Librarian I PTAN
Virginia McCormick

COMMISSION MINUTES

September 1, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, September 1, 1970, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 p.m. by President Lisle. City Librarian John F. Anderson was designated Secretary for the meeting.

On roll call, the following were noted present: Commissioners Callanan, Lisle, McDonnell, Stern, and Tournahu. Absent: Commissioners Day and Malone.

Mr. Belch, Public Information Officer, introduced guests and observers in attendance.

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell and unanimously approved that the minutes of the August meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission that on October 6th ADL will present a tentative final report to the library. He is requesting a 90 day extension of the agreement with HUD.

2. Reported to the Commission travel plans to Dallas on September 14-16 and Chicago, September 17th, and back to the library the afternoon of the 18th.

3. Reported that recommendation will be made to the Friends Executive Committee to build a MediaMobile to library specifications.

4. Announced to the Commission that the Annual Report is due September 18th.

5. Reported that application for State funds for the Per Capita Grant will be made by September 30, 1970. He discussed the justification for state certification based upon the library's periodical program.

6. Passed to the Commissioners the Architectural Award Certificate presented to Mr. John Bolles and the Library Commission for the design of the Waden Branch.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Reported to the Commission that two meetings have been held with the Chinatown Korean Methodist Church to discuss the use of a Multi-purpose room. On September 15th another meeting will take place with the Korean Church to discuss their possible participation in jointly developing the site. The community room at the Chinatown Branch is now in use.

2. Informed the Commission that application for the South of Market project has been made and has been cleared. Stated that Mr. Jerry Roth, Bookmobile Librarian, has been very successful in placing books and periodicals in hotels in the area. The library has received much favorable response from the public regarding this project.

3. Announced that the Mission Coalition Cultural Committee is meeting regularly with members of the Mission Branch to discuss library services in the Mission District.

SECRETARY'S REPORT
MR. ROBERT R. FIGONE

Resigned effective August 31, 1970.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

Excused from meeting.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Excused from meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of August.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner McDonnell and seconded by Commissioner Callanan and unanimously approved that the expenditures in the amount of $4,336.14 from the Fuhrman fund for the purchase of books for the months of July and August be approved.

It was moved by Commissioner McDonnell, seconded by Commissioner Callanan and unanimously approved that the Financial Report for Fiscal year ending July 30, 1970, be approved.

It was moved by Commissioner McDonnell, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #505

RESOLVED, that the Library Commission does hereby authorize the attendance of John F. Anderson, City Librarian, at the County Librarian's Conference on October 20, 1970, in Los Angeles, California; in addition, that the Library Commission authorize his attendance as well as one Library Commissioner to be designated by the President of the Library Commission, and one staff member to be designated by the City Librarian, at the California Library Association Conference which follows in Los Angeles from October 21-24, 1970; their expenses to be paid out of the regular library budget as travel funds permit.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #506

RESOLVED, that the Library Commission does hereby authorize the attendance of Harold D. Martelle, Assistant City Librarian; Effie Lee Morris, Coordinator of Children's Services; one Library Commissioner to be designated by the President of the Library Commission; and five staff members to be designated by the City Librarian, at the California Library Association Conference in Los Angeles from October 20-24, 1970; their expenses to be paid out of State funds.

It was moved by Commissioner McDonnell, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #507

RESOLVED, that the Library Commission does hereby authorize the attendance of William Ramirez, Director of the Bay Area Reference Center; Gilbert McNamee, Assistant Director of the Bay Area Reference Center; Peggy O'Donnell and two other BARC staff members to be designated later, at the California Library Association Conference in Los Angeles, California, from October 20-24, 1970; their expenses to be paid out of Bay Area Reference funds.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the following resolution be adopted:

RESOLUTION #509

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries, and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based on a formula of "Weighted Population per Capita" after Establishment Grants; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby express its desire to apply to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library service.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the following resolution be adopted:

RESOLUTION #510

WHEREAS, the San Francisco Public Library Commission does hereby authorize the amendment of Resolution #502 which authorizes the attendance of Effie Lee Morris, Coordinator of Children's Services, and Karey Wehner, Children's Librarian, Excelsior Branch, at the University of California course, "Excellence in Children's Literature," July 27-31, 1970; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby request that their registration expenses be paid out of State Library funds rather than regular library budget travel funds.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the following resolution be adopted:

RESOLUTION #512

RESOLVED, that the Library Commission does hereby authorize the attendance of Mr. Harold D. Martelle, Assistant City Librarian, at the Institute "Library Education for Service to the Disadvantaged" at Wayne State University, Detroit, Michigan, from October 25-30, 1970; his transportation expenses to be paid out of State funds.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #513

RESOLVED, that the Library Commission does hereby authorize the attendance of Mrs. Vivian Goodwin, Chief of Technical Services, and William Laughrey, Head of Order Department, at the "New Hands for an Old Game: Institute on the Function and Supervision of the Nonprofessional in Library Technical Services" in San Leandro, California, October 2-3, 1970; their registration expenses to be paid out of State funds.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #514

WHEREAS, the Oakes Foundation of San Francisco has granted the Friends of the San Francisco Public Library $10,000 toward the purchase of a MediaMobile, and

WHEREAS, the Friends of the San Francisco Public Library have agreed to commit their resources toward a sum not to exceed a total of $25,000 for such equipment, and

WHEREAS, the need for such a MediaMobile exists in San Francisco as a means of reaching those residents who have less advantages in education and income and who need the resources of the library; now, therefore, be it

RESOLVED, that the Library Commission accept this gift of a MediaMobile from the Friends of the San Francisco Public Library at no cost to the City of San Francisco.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Tournahu and unanimously approved that the following resolution be adopted:

RESOLUTION #508

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(Attached to Minutes)

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell and unanimously approved that the following resolution be adopted:

RESOLUTION #511

WHEREAS, due to the resignation of Robert R. Figone, Secretary, Library Commission, and in order to continue uninterrupted service; now, therefore, be it

RESOLVED, that Elliott Chinn, Accountant, be hereby authorized to sign all Controller Department documents.

INTELLECTUAL FREEDOM POLICY

Commissioner Stern asked the Commission to consider the following motion:

> It is the policy of the San Francisco Public Library that its records for registration and circulation of books and other library materials be confidential in nature and only be open to inspection by an agency of the state, federal, or local government when specifically authorized under law as represented by court order.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the policy be adopted.

Commissioner Stern commented on federal appropriations for education and noted that the education lobby overrode the President's veto. Library appropriations are contained in the education bill.

Commissioner Stern asked about collection of ephemera and ecology material and was assured the library was deligently pursuing both programs.

It was agreed that an earlier time was needed for the next Commission meeting when Arthur D. Little, Inc. will present their report. There being no further business to come before the Commission, the meeting was declared adjourned until 2:30 P.M., Tuesday, October 6, 1970.

Respectfully submitted,

John F. Anderson

John F. Anderson, City Librarian
Secretary pro tem
San Francisco Public Library
Commission

September 1, 1970

RESOLUTION NO. 508

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments, which have been made by the City Librarian for the month of August, 1970, be approved:

1422 Jr. Clerk Typist
Rogers, Mary Ann

1424 Clerk Typist
Spain, Jacqueline

1444 Clerk Stenographer
McKeever, Evelyn
Takce, Ethel N.

3602 PT Page
Chan, Connie
Cheuk, Sherwood
Ho, Lily M.
Linsella, Laurence
Mah, Jeffrey
Mui, Helen
Shaffer, Diana
Toy, Florence
Toy, Sharon

3602 FT Page
Cruz, Franklin
Pellum, Stephanie

3618 Lib. Tech. Asst. II
Prosser, Madeline

3630 Librarian I
Fowler, Thomas S.
Richter, Mary

7416 Book Repairer
Wong, Ivan'

7426 Elevator Operator
Gilbert, Garland
Jordan, Joseph

8202 Guard
Jefferson, Thomas

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist
Gin, Carol

1424 Clerk Typist
Kinsky, Diane

3602 PT Page
Brady, Michael
Cadelago, Paul
Carmody, Eleanor
Cole, Michael
Lee, Allan
Randall, Steven
Wong-Sing, David

3618 Lib. Tech. Asst. II
Berg, James
Harber, Mary P.

3630 Librarian I PT
Glander, Philip

7426 Elevator Operator
Joseph Jordan

8202 Guard
McQueen, Joseph

COMMISSION MEETING

October 6, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 6, 1970, in the Commissioners' Room, Main Library.

In the absence of President Lisle the meeting was called to order at 3:40 PM by Commissioner Malone, 1st Vice-President.

On roll call the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Absent: President Lisle, and Commissioner Tournahu.

Mr. David Belch, Public Information Officer, introduced guests and observers in attendance.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the minutes of the September meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Referred to the amendments of resolutions #505 and #506 which authorize the attendance of three staff members in lieu of one Commissioner for each resolution to the ALA conference in Los Angeles, October 21-24, 1970.

2. Reported that an American Library Trustee Association meeting will be held on November 16, 1970, in Chicago for trustees and library directors of metropolitan libraries. He has polled the tentative attendance of various library directors and trustees to this meeting and the response has been poor. Topics to be discussed at the meeting include library finances; the role of the trustee in legislative persuasion; trustee involvement in union contracts; intellectual freedom, and other topics. Mr. Anderson indicated he may not attend if the number of library directors attending does not increase.

3. Spoke on the extension of federal library aid. The last Official Bulletin carried information on the passage of S. 3318 which broadens Title I to include assistance for special library service for disadvantaged persons; strengthening State Library administrative agencies; and assistance to strengthen metropolitan libraries as national or regional resource centers. He urged everyone to write his Congressman in support of the companion bills in the House.

4. Spoke on the zoning for a pool hall in the Richmond neighborhood. The Clement Street Merchant's Association and SPUR were among those opposed to having a pool hall close to places where children gather, such as, schools and libraries. The library administrative staff recommended to the Commission President that no stand be taken. The permit appeal was denied.

5. Read a memorandum from Miss Effie Lee Morris, Coordinator of Children's Services stating that October 10, 1970, will mark the 75th Anniversary of Children's Library Services at the San Francisco Public Library.

6. Informed the Commission that a $20,042,600 Capital Improvement program has been submitted to the Planning Commission. This includes $33,000 for renovation of the second floor annex, $9,600 renovation of the freight elevator, and $20,000,000 for a new Main Library. The previous requests for branch renovations were withdrawn with the option to revise the estimated cost of a new Main Library and include a Branch Library request.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Reported the passage of resolution accepting the MediaMobile by the Board of Supervisors.

2. Reported that in addition to the Capital Improvement program which includes renovation of the second floor of 251 McAllister for Technical Services Department, the library is requesting Mr. Wallace Wortman, Director of Property, to investigate possible sites to move the Technical Services Department and relieve overcrowded conditions. This request is exploratory.

3. Recommended adjustment of library branch hours. No change in the area or community branches, except Waden Branch, which would have same total hours but would be arranged as follows: Monday 12-6; Tuesday 10-8; Wednesday 10-8; Thursday 12-6; Friday 12-6; Saturday 10-5. The small branches, Ingleside; Bernal; Noe Valley; Potrero; and Visitation Valley would add one hour on Monday to be open to 6 PM. Park Branch would add one hour on Monday to be open until 6 PM and shift some hours for more morning time to be open. At Ocean View add one hour (until 6 PM) for Monday, Thursday, and Friday, and close one night. Total increase in hours for Ocean View is one.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that the adjustment of branch hours be approved.

4. Informed the Commission that the bound newspapers now on microfilm would be moved from the library to provide space for administrative offices. There will be other physical rearrangements within the main library. Commissioner Stern asked where the Friends office would be relocated. The office will be on the first floor in the present Adult Coordinator's Office.

SECRETARY'S REPORT
MR. GEORGE CERASI

No report.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Announced that the Poetry Festival has become a workshop with a series of seminars starting on October 21, 1970, and concluding on May 19, 1971.

2. Announced that the Friends hope the new MediaMobile will be in use during National Library week, 1971.

3. Reported that 135 people attended the Opera lecture by Mrs. Kurt Adler, sponsored by the Friends on September 15.

4. Reported that since Mr. Ed Fundis of the library's reproduction service has left, the Friends have spent $300 on contractural printing.

5. Reported that the Rare Books Department has received $471.56 for its Californiana collection.

6. Reported that the Friends have received a request from the Business Branch for a microfilm storage cabinet. The request is under consideration.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Reported there will be further Capital Improvement program and ADL study information at the next Commission meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of October.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

2. Commissioner Stern congratulated Miss Effie Lee Morris on the success of the Summer Reading program.

3. She stated Mr. John Anderson's Activities Report to the Mayor was an excellent presentation.

4. Commissioner Stern brought attention to the U.S.F. Gleeson Library's Nuremberg Chronicle as an example of a fine acquisition and referred to the Memorial Book fund as a splendid example of library publicity efforts that San Francisco Public Library should emulate.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Stern and seconded by Commissioner McDonnell and unanimously approved that the expenditures in the amount of $1,613.56 from the Fuhrman fund for the purchase of books for the month of October be approved.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #517

WHEREAS, the San Francisco Public Library Commission does hereby authorize the amendment of Resolution #505 which authorizes the attendance of John F. Anderson, City Librarian, at the County Librarians Conference on October 20, 1970, in Los Angeles, California; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby request the attendance of four staff members, in lieu of one Library Commissioner and one staff member, to be designated by the City Librarian at the California Library Association Conference which follows in Los Angeles from October 21-24, 1970; their expenses to be paid out of the regular library budget as travel funds permit.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #518

WHEREAS, the San Francisco Public Library Commission does hereby authorize the amendment of Resolution #506 which authorizes the attendance of Harold D. Martelle, Assistant City Librarian; and Effie Lee Morris, Coordinator of Children's Services; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby request the attendance of eight staff members, in lieu of one Library Commissioner and five staff members, to be designated by the City Librarian at the California Library Association Conference in Los Angeles from October 20-24, 1970; their expenses to be paid out of State funds.

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell and unanimously approved that the following resolution be adopted:

RESOLUTION #519

RESOLVED, that the Library Commission hereby authorize the attendance of Richard Shouse of Parkside Branch and Dorothy Hult of North Beach Branch at the Oral History Association Workshop on Basic Oral History Methods, November 12-13, 1970, at Asilomar, California; their registration expenses to be paid out of State funds.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #520

RESOLVED, that the Library Commission hereby authorize the attendance of Edward F. Callanan, Jr. of the Library Commission and John F. Anderson, City Librarian, at the American Library Trustee Association meeting of metropolitan libraries to be held in Chicago, Illinois, on November 16, 1970; their expenses to be paid out of State funds.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #521

RESOLVED, that the Library Commission hereby authorize the attendance of Mrs. Jeanne Brooks, Children's Librarian at Potrero Branch, to the conference on "Children in Peril", at San Francisco State College October 23-25, 1970; her registration expenses to be paid out of State funds.

Mr. Wallace Wortman, Director of Property, San Francisco Real Estate Department requests authority to ask permission of the Board of Supervisors to arrange for leasing of gas and oil rights on properties of the Fuhrman Bequest for exploration purposes.

The Commission will investigate this matter and request an opinion from the Real Estate Department and the City Attorney's office after which a telephone poll will be taken of the Commissioners.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #516

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(Attached to Minutes)

On September 2, 1970, the San Francisco Public Library Commission unanimously approved the adoption of the following resolution:

RESOLUTION #522

WHEREAS, Robert R. Figone has served as Secretary to the San Francisco Public Library Commission with dedication and distinction for more than two years and

WHEREAS, Mr. Figone has lent his talent and ability to the goal of promoting an effective relationship between the Commission and the administration and

WHEREAS, Secretary Figone has exerted time and energy to accomplish the numerous duties of his office in an industrious fashion and

WHEREAS, Robert R. Figone, a graduate of St. Mary's College, has pursued his academic career in the graduate program of the University of San Francisco in order to further his already extensive knowledge in the field of Education and

WHEREAS, Mr. Figone, in order to continue his service to the youth of our community has accepted an appointment from the San Franciso Board of Education and

WHEREAS, Bob Figone, in order to accept this new position has submitted his resignation to the Library Commission, now therefore

BE IT RESOLVED, that the San Francisco Public Library Commission does hereby regretfully accept Secretary Figone's resignation and commends him on a job well done and

BE IT FURTHER RESOLVED, that the Commissioners join the staff and administration in wishing Bob Figone every success in the years that lie ahead.

NEW BUSINESS

1. Mrs. Joan Dillon, President, Librarian's Guild, addressed the Commission. She stated that the Librarian's Guild had cooperated with ADL in preparing a report on union reactions to various staffing requirements advocated in the preliminary ADL reports. A copy of this work was presented to the Commission.

2. Mrs. Dillon read a petition signed by library employees and forwarded to the Mayor protesting the use of the library by police. She expressed concern over the safety of staff and the public in the library in emergency situations, asking the Commission to adopt a resolution that library buildings be cleared of staff and public whenever they are used for a parliamentary operation. Extensive discussion followed during which Commissioners wondered whether they could legally pass such a resolution. The matter was held over and the Administration was asked to secure an opinion from the City Attorney.

There being no further business to come before the Commission, the meeting was declared adjourned until 2:30 PM, Tuesday, November 10, 1970, due to the fact that November 3 is Election day.

Respectfully submitted,

George Cerasi

George Cerasi, Secretary
San Francisco Public Library Commission

October 6, 1970

RESOLUTION NO. 516

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1970, be approved:

1402 Junior Clerk
David Krstich

1424 Clerk Typist
Harvey Good

1444 Clerk Stenographer
Noelle Carrasco
Janice Moore
Sharon Nakagawa

1544 Secy. to Library Commission
George Cerasi

3602 FT Page
Gene Moore

3610 Library Assistant
Marie Reinhart

3630 Librarian I PTAN
Elizabeth Siedhoff

3630 Librarian I
Dorothy Hood
Joan Ramen

3602 PT Page
Mary Ahlbach
Timothy Bresnehan
John Carter
Eva Chan
Rebecca Costanzo
Paul E. Dignan
Richard Fee
Winston Fong
Michael Fung
Raymond Gin
James Z. Hill
Malcolm Huttunen
Imelda B. Kit
Pamela Lee
George Leung
Sharon Loosli
Martha Norman
Kenneth Norris
Bette Ruiz-Castanet
Thomas Ryan
Carolyn Tsang
John Walsh
Peggy Williams
Carolyn Wills
Dennis Wong
Raymond Woo
Dennis Yee
Hamlet Yu

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist
Janet McFadden

1544 Secy. to Library Commission
Robert Figone

3602 PT Page
Susan Apice
Kenna M. Canfield
Connie Chan
Gladys Chaw
Julianna Chin
David Hom
Wiley Johe
Victor Lee

3602 PT Page
Lee, Winston
Jack Lew
Mitchell Lim
Christopher Loo
Joseph Merritt
Elizabeth Reinsch
Dale Smith
Marilyn Strack
Patricia Sullivan
Alan Suyehiro
Florence Toy
Victor Turks
Lucille Vosti
John Wong

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

November 10, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, November 10, 1970 in the Commissioners' Room, Main Library.

The meeting was called to order at 2:40 PM by President Lisle.

On roll call the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Absent: Commissioner Day.

It was moved by Commissioner Callanan and seconded by Commissioner Malone that the minutes of the October meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that he and over twenty other staff members attended the California Library Association Conference in Los Angeles on October 20. Convention reports were published in the November 5 Official Bulletin.

2. Attended the Southwestern Library Association in Fort Worth Texas, November 5-7. Will submit a report in the Official Bulletin on November 13.

3. Will be gone on Thursday and Friday, November 19 and 20 to sit on the Board of Library Examiners in Los Angeles and in Sacramento on November 23.

4. Informed the Commission that the date of the American Library Trustee Meeting which is to be attended by the City Librarian and Commissioner Callanan has been changed from November 16 to January 16, 1971 in Los Angeles.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Noted that a status report on the South of Market and Central City projects has been prepared for the State Library with a copy submitted to the Library Commissioners.

2. Advised the Commission that he is preparing a report for the Official Bulletin on his recent attendance at Wayne State University, Detroit, Michigan at the Institute, "Library Education for Service to the Disadvantaged"on October 25-30.

3. Reported that contract for MediaMobile has been set and delivery should be in late February, 1971.

SECRETARY'S REPORT
MR. GEORGE CERASI

Introduced Mr. Max Babin, Assistant Director of Property, San Francisco Real Estate Department, who made a report on the leasing of lands for oil drilling from the Fuhrman Bequest Fund. Mr. Babin pointed out that in 1941 Mr. Fuhrman left most of his estate to the City and County of San Francisco: namely, $130,000 in securities and $50,000 in oil lands in Monterey and Kern Counties; one-half of the bequest to Golden Gate Park and the other one-half to the Library Commission for the purchase of books on Economics and Government.

Mr. Babin proposed that the Library Commission submit a resolution authorizing the Real Estate Department to negotiate oil leases on those lands not under contract at this time; such leases subject to approval of the City Attorney, Board of Supervisors, and Library Commission.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Announced that Mr. Hans Halbey will lecture in the Main Library Children's Room, at 7:30 PM, November 18, 1970 on "Judging Quality of Illustrations in Contemporary Children's Books."

2. The poetry workshop is so successful that the Friends are providing additional funds for instructors.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

No report this month. Commissioner Malone reported that his report will consist of the Arthur D. Little presentation to be submitted at the end of the meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of October.

   It was moved by Commissioner Malone, seconded by Commissioner Callanan, and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

2. Was very pleased with a two-page spread in the October 15 San Francisco Chronicle featuring Miss Effie Lee Morris.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

In the absence of Commissioner Day, President Lisle asked Commissioner Callanan to present the Finance, Audit, and Budget report for the month of October. It was moved by Commissioner Stern and seconded by Commissioner Malone that the expenditures in the amount of $8,064.84 from the Fuhrman fund for the purchase of books for the month of October be approved. Motion carried.

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #525

RESOLVED, that the Library Commission hereby authorizes the attendance of Louise Santoro of the Technical Services Department at the "Tutorials in Library Automation" Institute sponsored by the California Library Association, November 16-17, 1970, at the Holiday Inn in San Francisco, California; her registration expenses to be paid out of State funds.

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #526

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Todd, Office of Adult Services, to the workshop entitled "The Right to Read" sponsored by the Center for Secondary Education in English and Humanities at the Extension Division of San Francisco State College, November 6-7, 1970; her registration expenses to be paid out of State funds.

It was moved by Commissioner Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #527

RESOLVED, that the Library Commission hereby authorizes the attendance of Eleanor Newhard, Children's Librarian, Sunset Branch, to the special workshop entitled "Our Children, Our City" sponsored by the University of California San Francisco Continuing Education, Health Services, at the San Francisco Medical Sciences Building Auditorium, October 31 and November 1, 1970; her registration expenses to be paid out of State funds.

It was moved by Commissioner Callanan, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #528

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Zajchowski and Roberto Esteves of the Bay Area Reference Center at the "Tutorials in Library Automation" Institute sponsored by the California Library Association, November 16-17, 1970; at the Holiday Inn in San Francisco; their registration expenses to be paid out of the Bay Area Reference Center Travel funds.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be approved:

RESOLUTION #523

Approval, non-Civil Civil Service, temporary, and recertification of temporary appointments for the month of October.

(attached to minutes)

It was moved by Commissioner Callanan, seconded by Commissioner Stern, and unanimously approved that the following resolution be approved:

RESOLUTION #524

WHEREAS, Miss Geraldine Whitney has been employed by the San Francisco Public Library for the past forty-two years, and

WHEREAS, Miss Geraldine Whitney has retired; now, therefore, be it

RESOLVED, that we, as members of the San Francisco Public Library Commission recognize and appreciate the excellent and cooperative service that she has rendered to the citizens of San Francisco. The talent and ability that she has demonstrated in the performance of her assignments have contributed greatly to the growth of the San Francisco Public Library. She will be missed by fellow staff members and the public alike.

RESOLVED FURTHER, we join together in wishing her many years of health and happiness.

COMMUNICATIONS

1. Letter from Katherine Rider commending the Art & Music Department for the excellent service extended to her.

2. Letter of appreciation to the staff of Potrero Branch for their assistance to the summer project with junior high school age group on Potrero Hill from Mitsuko Hattori, PHN, Department of Public Health, City and County of San Francisco.

ARTHUR D. LITTLE REPORT
MR. ROGER MALEK

Mr. Roger Malek, Case Leader for the Arthur D. Little, Inc. study of the San Francisco Public Library presented a preliminary report to the Commission. Aiding him in the presentation was former Arthur D. Little Consultant, Walter Curley. A nine page news release was distributed.

Mr. Malek gave a brief description of the project with the major recommendations. Included in these recommendations were:

1. Construction of a new Main Library on the Marshall Square site.

2. The construction be for the full capacity of this site, approximately 550,000 square feet. The Library would occupy about 400,000 feet in 1975 with remaining space used as city government office space. The Library would expand into this "surplus" space over a projected time span of 25 years to year 2,000.

3. The present Main Library (could) be converted into additional city government office space, meeting rooms, and uses related to Civic Center activities.

4. Total cost for the project, including conversion of the present Main Library to alternate uses, would approach $38 million. It was recommended that funds be raised by general obligation bonds.

5. That the Library study the possibility of developing a plan to phase out pre-World War II branches and construct two large area branches in the southeastern and southwestern portions of the City. The new Main Library would provide area branch service in the northern section in addition to its principal role of providing specialized and high level reference and research service to the whole city and to the entire northern California area as described in the State plan for library development.

6. Urged upgrading of library services, pointing out the severe shortage of staff in the present program, as well as lack of certain basic services and a deficiency of material resources. Projections for budget and staffing were presented.

7. Indicated the need for flexible programming and special attention to the disadvantaged and the non-user.

It was moved by Commissioner Malone that a special meeting be called subject to future call from the chair. Motion seconded by Commissioner Callanan, and unanimously approved by the Commission.

President Lisle appointed a Budget Committee with Commissioner Day as Chairman, and Commissioners Malone and Callanan on the Committee.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, December 1, 1970.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

November 10, 1970

RESOLUTION NO. 523

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1970, be approved:

1424 Clerk Typist
Carol Belle
Leanne Travers

1760 Offset Operator
Bonnie Carpenter

3602 PT Page
ReyNaudo Accooe
Richard Anderson
Edward F. Blandini
Anne M. Bowler
Ronald B. Colwell
Rene M. Cook
Helen Gee
John Gettys

3602 PT Page
Richard B. Jones
Karen Kwok
Edwin A. Lee
Hubert C. Lee
Lourdes P. Linato
Stephen J. Murphy
John A. Pizzo
Kenneth J. Sampson
Richard San Mames
John M. Torre
Christina Y. Yu

3630 Librarian I
Martha Bergmann
Gail Greenseid

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Sheila A. Nielsen

3602 PT Page
William Chow
Randolph Fong
John Grace
Malcolm Huttunen
Stephanie Marsico
Barry Quan
Bette Ruiz-Castanet

3602 PT Page
Kenneth Turner
Garrett Woo
John Woon
Kamfong Yu

1760 Offset Operator
Jack Pollard

8202 Watchman
Thomas Jefferson

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

December 1, 1970

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, December 1, 1970 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 PM by President Lisle.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, Stern, and Tournahu.

It was moved by Commissioner Stern and seconded by Commissioner Malone that the minutes of the November meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported on Board of Library Examiners who met in Los Angeles and Sacramento November 19, 20, and 23. The Board is made up of the City Librarians from San Francisco and Los Angeles, and the State Librarian. This year a new member, the President of the California Library Association, was added. The purpose of this meeting was examination for County Librarian certificates and drafting of administrative code regulations to comply with the new state law calling for a register of librarians and library assistants.

2. Asked approval of Resolutions #531 and #532 to attend mid-Winter meeting of the American Library Association for both the City Librarian and Commissioner Callanan.

3. Informed the Commission that the budget is now being prepared. Asked for meeting on or before December 15, 1970 with Commissioners Day, Callanan, and Malone as members of the Budget Committee, to discuss library budget needs.

4. Referred to the Publisher's Weekly magazine article on micro-technology. He used as an example the Library of American Civilization representing 20,000 bound volumes which will be available on 3 x 5 microform sheets for $21,000. This project represents an investment in book form of $450,000. At Commissioner Malone's request, the City Librarian had xerox copies distributed.

5. Twenty-five secondary school teachers are meeting in several branch libraries in a program course designed to help teachers work with high school students having reading problems. This is a three-way project with San Francisco State College, the school district, and the library.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

No report

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Informed the Commission that he has made a complete inspection of 27 branches and is anticipating needed improvements for many branches.

2. Due to a change in the pattern of traffic on McAllister Street, parking will be made available for Commissioners on the east side of Larkin Street directly in front of the main entrance of the library for Commission meetings.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

1. Informed the Commission that the new Media-mobile will be ready soon.

2. Advised that the poetry workshop is so successful they are hoping to expand next year.

3. Announced that the lecture Judging Quality of Illustrations in Comtemporary Children's Books by Dr. Hans Halbey was very good and well attended. However, he was disappointed at the turnout of teachers.

4. Friends have donated $955 to the Rare Books Department and $200 for a carousel file for micro-film at the Business Branch.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Mr. Malek and his associates have met with the Mayor and Chief Administrative Officer, Thomas Mellon and his staff to review the Main Library study. Mr. Malek will visit with Dr. Lowell Martin on December 10 and 11 to review the report. When the final report is ready it will be resubmitted and the Commission will have the opportunity of having a full discussion with Mr. Malek.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of November. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

2. Informed the Commission that seventeen foreign librarians will be in San Francisco for the Christmas season. Hopes to have welcoming reception for them.

3. Is hopeful that Miss Virginia Mathews, Deputy Director of the National Book Committee could come to the library to speak. Thought perhaps a workshop with Friends would be appropriate.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the expenditures in the amount of $1,569.02 from the Fuhrman fund for the purchase of books for the month of November be approved.

It was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the following resolution be adopted:

RESOLUTION #531

RESOLVED, that the Library Commission hereby authorizes the attendance of City Librarian, John F. Anderson to both the meeting of the Metropolitan Library Trustees Council in Los Angeles, California on January 16, 1971, and the Mid-Winter meeting of the American Library Association in Los Angeles, California from January 17-23, 1971; his expenses to be paid out of the regular library budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #532

RESOLVED, that the San Francisco Public Library Commission hereby authorizes the attendance of Edward F. Callanan, Jr. of the Library Commission at the meeting of the Metropolitan Library Trustees Council in Los Angeles, California on January 16, 1971; his expenses to be paid out of the regular library budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #533

RESOLVED, that the San Francisco Public Library Commission hereby authorizes the attendance of Effie Lee Morris, Coordinator of Children's Services; Anne Kincaid, Coordinator of Adult Services; and George Alfred, Librarian, Waden Branch, at the Mid-Winter meeting of the American Library Association in Los Angeles, California from January 17-23, 1971; their expenses to be paid out of state funds.

It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #534

RESOLVED, that the San Francisco Public Library Commission hereby authorizes the attendance of Gilbert McNamee, Assistant Director of the Bay Area Reference Center, at the Mid-Winter meeting of the American Library Association in Los Angeles, California from January 17-23, 1971; his expenses to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #535

RESOLVED, that the San Francisco Public Library Commission hereby authorizes the attendance of Effie Lee Morris, Coordinator of Children's Services to the 1970 White House Conference on Children in Washington, D. C. from December 13-18; her expenses to be paid out of state funds.

It was moved by Commissioner Day, seconded by Commissioner McDonnell that the following resolution be approved. For adoption of the resolution; six were for the motion being carried, one (Commissioner Stern) dissenting vote:

RESOLUTION #536

RESOLVED, that the Library Commission approve the recommendation of the City Librarian that in observance of the Christmas and New Year holidays the libraries be closed at 5:00 PM on December 24 and December 31, and that they remain closed on Saturday, December 26, 1970 and Saturday, January 2, 1971.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #530

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 PM, Tuesday, January 5, 1971.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

December 1, 1970

RESOLUTION NO. 530

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1970, be approved:

1424 Clerk Typist
Catherine Ellis
Suzanne Gilbert
Charles L. Junkerman, Jr.
Mary T. Neville

3610 Library Assistant
Paul Cadelago

3602 PT Page
Irma P. Frias
Curtis Lavery

3602 PT Page
Sheila A. Nielsen
Diane G. Omi
Pamela Stephens
Lawrence Weber
Nancy Wong
Albert Woon
Maxine Zack

8202 Watchman
Maurice Hickey

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Sheila A. Nielsen
Martha Heffernan
Robert Hoffman
Nancy Wong

3602 PT Page
Richard Anderson

3602 PT Page
Chang Chan
Steven Hom
Harry Hu
Alphonso Jackson
Norman Meunier
Henry Ng
Warren Wilson

12709•1